

Message

From: Claire Barnett [cbarnett@healthyschools.org]
Sent: 10/19/2020 4:49:59 PM
To: wheeler_andrew@epa.gov; jackson_ryan@epa.gov; Kasper, Amanda [Kasper.Amanda@epa.gov]
CC: Briskin, Jeanne [Briskin.Jeanne@epa.gov]; Edwards, Jonathan [Edwards.Jonathan@epa.gov]; Rowson, David [Rowson.David@epa.gov]; Enger, Tracy [Enger.Tracy@epa.gov]; Berger, Martha [Berger.Martha@epa.gov]; Claire Barnett [cbarnett@healthyschools.org]; Bo M [bonniemelendez007@gmail.com]; Elleka Yost [eyost@asbointl.org]; Nse Witherspoon [nobotw@gmail.com]; ritchie@earthday.org
Subject: [SPAM] EPA- good advice, now get serious FW: Protecting Children During the COVID-19 Public Health Emergency

Good advice, NOW put some serious money into it .

We took Administrator Wheeler at his word in 2018 that he had significant family experience with the issue of IAQ in schools and asthma.

In as much as this may well be his last chance to address this, why take a chance?

Put it into the HR COVID bail out bill -- \$50M, but not solely STAG: half STAG, via OCHP, half to the field via Indoor Env under its Clean Air Act authorization.

Claire Barnett

From: Office of Public Engagement <noreply@cision.com>
Sent: Monday, October 19, 2020 12:36 PM
To: cbarnett@healthyschools.org
Subject: Protecting Children During the COVID-19 Public Health Emergency

Protecting Children During the COVID-19 Public Health Emergency

WASHINGTON (October 19, 2020) — As part of the U.S. Environmental Protection Agency's (EPA) 50th anniversary celebration, this week, EPA is highlighting the role it plays in keeping children safe in the places where they learn and play. Protecting children's health has always been an important priority for EPA, and that is especially true during the ongoing COVID-19 public health emergency. As part of the Trump Administration's efforts to safely reopen American, including our nation's schools, EPA is continuing to work in close partnership with the Centers for Disease Control and Prevention (CDC), states, local governments, and tribes to provide up-to-date information to protect public health as school districts, private schools, and universities develop and implement COVID-19 re-entry plans for their students, staff, and parents.

“There is no higher priority for the Trump Administration than protecting the health and safety of Americans, especially our nation’s most vulnerable, as they head back to school,” **said EPA Administrator Andrew Wheeler**. “EPA continues to work with our federal partners to provide robust information and tools to help schools and universities properly clean and disinfect surfaces in order to fight the spread of the novel coronavirus.”

EPA continues to add products to List N: EPA’s list of disinfectants that are expected to kill SARS-CoV-2 (COVID-19). When using an EPA-registered disinfectant, follow the label directions for effective use. These directions include, but are not limited to:

Always follow the product label. This includes following directions regarding the contact time, or the amount of time the surface should be visibly wet.
The risk disinfectants pose to human health increases if the label is not followed.
Keep disinfectants out of reach of children. Children should not apply disinfectants, including pre-moistened disinfectant wipes and sprays. While disinfectants are powerful tools for controlling the spread of disease, they may harm children’s health if used or stored incorrectly. Only use fogging, fumigation, and wide-area or electrostatic spraying to apply EPA-registered products designed and labeled for use in this way. Unless the pesticide product label specifically includes disinfection directions for these application methods, it may not be effective when applied in these ways.
Do not apply disinfectants to skin, food or cloth face coverings. Do not mix disinfectants with other chemicals. Use disinfectants only at the concentrations specified in the label directions. If an EPA-registered disinfectant from List N is not available, diluted household bleach can be used to disinfect surfaces. Users should closely follow the bleach dilution directions on the [CDC’s website](#), including precautions.

EPA also has guidance related to indoor air quality and SARS-CoV-2 (COVID-19). This guidance includes:

Increasing ventilation with outdoor air and improved air filtration, in addition to following other CDC guidelines, can help reduce risk from indoor transmission of the virus.
Ventilation during and after cleaning, for example by opening windows or doors, is helpful in reducing exposure to cleaning products, byproducts and any particles resuspended during cleaning, including those potentially carrying viruses. Sensitive people, including children with asthma, should avoid exposure to cleaning products, which can exacerbate symptoms.
For information on ventilation while cleaning and disinfecting, visit: <https://www.epa.gov/coronavirus/ventilation-and-coronavirus-covid-19>.
For information specific to the school setting, visit: <https://www.epa.gov/iaq-schools/healthy-indoor-environments-schools-plans-practices-and-principles-maintaining-healthy> and <https://www.epa.gov/coronavirus/i-need-disinfect-public-space-store-or-school-whatdo-i-need-know>.

Additionally, throughout the COVID-19 public health emergency, EPA has worked to support the water sector to ensure that Americans can continue to rely on safe drinking water and critical wastewater services. Based on current evidence, the risk to water supplies is low. Americans can continue to use and drink water from their tap as usual.

For more information on SARS-CoV-2 (COVID-19) and drinking water and waste water, visit: <https://www.epa.gov/coronavirus/coronavirus-and-drinking-water-and-wastewater>.

EPA continues to expand its knowledge base and available resources on the coronavirus disease to reduce the risk of exposure to SARS-CoV-2 (COVID-19). This research will help states, tribes, local, and territorial governments, including public health agencies, guide homeowners, business owners, and workplace managers to reduce the risk of exposure to

SARS-CoV-2 (COVID-19). For more information,
visit: <https://www.epa.gov/healthresearch/research-covid-19-environment>.

For additional EPA resources on SARS-CoV-2 (COVID-19),
visit: <https://www.epa.gov/coronavirus>.

To learn more about EPA's current initiatives to protect children where they live, learn, and play, please see EPA's October 2020 brochure [*Protecting Children's Environmental Health*](#).

For additional information, visit: <https://www.epa.gov/children>.

If you would rather not receive future communications from US EPA, Office of Public Engagement, let us know by clicking [here](#).
US EPA, Office of Public Engagement, 1200 Pennsylvania Avenue NW, Washington, DC 20460 United States

Message

From: Shaw, Betsy [Shaw.Betsy@epa.gov]
Sent: 1/12/2021 4:41:55 PM
To: Edwards, Jonathan [Edwards.Jonathan@epa.gov]
CC: Snead, Kathryn [Snead.Kathryn@epa.gov]
Subject: RE: FYI - COOP COGCON Messages Expected Next Week

Thanks Jon. Makes total sense.

From: Edwards, Jonathan <Edwards.Jonathan@epa.gov>
Sent: Tuesday, January 12, 2021 11:33 AM
To: Shaw, Betsy <Shaw.Betsy@epa.gov>
Cc: Snead, Kathryn <Snead.Kathryn@epa.gov>
Subject: FW: FYI - COOP COGCON Messages Expected Next Week

Betsy--- FYI -- Jon

From: Snead, Kathryn <Snead.Kathryn@epa.gov>
Sent: Tuesday, January 12, 2021 10:48 AM
To: Edwards, Jonathan <Edwards.Jonathan@epa.gov>; Cherepy, Andrea <Cherepy.Andrea@epa.gov>; Veal, Lee <Veal.Lee@epa.gov>; White, Rick <White.Rick@epa.gov>; DeCair, Sara <DeCair.Sara@epa.gov>; Schultheisz, Daniel <Schultheisz.Daniel@epa.gov>; Prioleau, Wagnus <prioleau.wagnus@epa.gov>; Boyd, Mike <Boyd.Mike@epa.gov>; Ralston, Lowell <Ralston.Lowell@epa.gov>; Yale, Kenneth <yale.kenneth@epa.gov>; Wieder, Jessica <Wieder.Jessica@epa.gov>; Hudson, Tonya <hudson.tonya@epa.gov>; Wayland, Richard <Wayland.Richard@epa.gov>; Wilds, Edward <Wilds.Edward@epa.gov>; Stafford, Andrea <Stafford.Andrea@epa.gov>
Subject: FYI - COOP COGCON Messages Expected Next Week

To the COOP ERG:

We've been informed that they are likely to elevate COOP "COGCON" status next week in preparation for the inauguration. I've attached a slide to explain the differences in levels if you're interested. No action will be needed on your part and no activation is planned – just an FYI.



Notification and Activation of COOP Plans

Ex. 5 Deliberative Process (DP)

As always, let me know if you have any questions. Thanks.

Kathryn Snead
Center for Radiological Emergency Management
Office of Radiation and Indoor Air
Environmental Protection Agency
1200 Pennsylvania Ave., NW
Washington, DC 20460
202-343-9228 (W)
202-536-7896 (C)

Message

From: Griggs, John [Griggs.John@epa.gov]
Sent: 1/13/2021 4:24:08 PM
To: Edwards, Jonathan [Edwards.Jonathan@epa.gov]
CC: Wilds, Edward [Wilds.Edward@epa.gov]; Stafford, Andrea [Stafford.Andrea@epa.gov]; Clark, Mike S. [Clark.Michael@epa.gov]; Cherepy, Andrea [Cherepy.Andrea@epa.gov]
Subject: Re: NCR Security Preparations During the Transition and Inaugural Periods

Jon,
Thanks for sharing.

John

Sent from my iPhone

On Jan 13, 2021, at 10:11 AM, Edwards, Jonathan <Edwards.Jonathan@epa.gov> wrote:

Dear John and Ed--- Please see the note below that I sent to our DC employees. Since all Federal buildings are potentially targets, I recommend that you have your folks work remotely next week also to the greatest extent possible. --Jon

From: Edwards, Jonathan <Edwards.Jonathan@epa.gov>
Sent: Wednesday, January 13, 2021 10:20 AM
To: OAR-ORIA-DC-EVERYONE <OARORIADCEVERYONE@epa.gov>
Cc: Shaw, Betsy <Shaw.Betsy@epa.gov>; Monroe, Scott <Monroe.Scott@epa.gov>
Subject: NCR Security Preparations During the Transition and Inaugural Periods

Dear ORIA HQ-DC colleagues---

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Please take care and be safe. --Jon

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From: **USAID ENS Alert** <Alert-477758-120857203@secure02.athocalerts.com>
Date: Tue, Jan 12, 2021 at 3:26 PM
Subject: NCR Security Preparations

NCR Security Preparations

Severity: **Informational** Type: **Safety**

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transit updates, and more.

Given the fluidity of preparations and the ongoing threats, USAID Command Center will continue
to inform staff as additional information is released.

Please contact the USAID Command Center at 202-712-1234x7 with any questions.

For more info, [click here](#).

Published on: 01/12/2021 15:25:40 (UTC-05:00) Eastern Time (US & Canada) By: White, Jonathan
(SEC/OD).

Sent by: US Agency for International Development. To change your profile, add/delete contact
numbers or email addresses, [click here](#).

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Message

From: Wilds, Edward [Wilds.Edward@epa.gov]
Sent: 1/13/2021 4:24:10 PM
To: Edwards, Jonathan [Edwards.Jonathan@epa.gov]; Stafford, Andrea [Stafford.Andrea@epa.gov]; Griggs, John [Griggs.John@epa.gov]; Clark, Mike S. [Clark.Michael@epa.gov]
CC: Cherepy, Andrea [Cherepy.Andrea@epa.gov]
Subject: RE: NCR Security Preparations During the Transition and Inaugural Periods

Jon:
Thank you for your note. I was just thinking about this last night and was going to talk to you about it having everyone telework next week, especially Jan. 20th.

Thanks - Ed



Edward L. Wilds, Jr.; Ph.D.
Director, National Center for Radiation Field Operations – Las Vegas
U.S. Environmental Protection Agency
4220 South Maryland Parkway, Bldg. C
Las Vegas, NV 89119
Phone: 702-784-8220
Fax: 702-784-8201

From: Edwards, Jonathan <Edwards.Jonathan@epa.gov>
Sent: Wednesday, January 13, 2021 8:11 AM
To: Wilds, Edward <Wilds.Edward@epa.gov>; Stafford, Andrea <Stafford.Andrea@epa.gov>; Griggs, John <Griggs.John@epa.gov>; Clark, Mike S. <Clark.Michael@epa.gov>
Cc: Cherepy, Andrea <Cherepy.Andrea@epa.gov>
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To: OAR-ORIA-DC-EVERYONE <OARORIADCEVERYONE@epa.gov>
Cc: Shaw, Betsy <Shaw.Betsy@epa.gov>; Monroe, Scott <Monroe.Scott@epa.gov>
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Sent by: US Agency for International Development. To change your profile, add/delete contact numbers or email addresses, [click here](#).

Message

From: Rowson, David [Rowson.David@epa.gov]
Sent: 1/13/2021 4:28:52 PM
To: Edwards, Jonathan [Edwards.Jonathan@epa.gov]
Subject: RE: NCR Security Preparations During the Transition and Inaugural Periods

Thanks very much, Jon. -Dave

David Rowson, Director
Indoor Environments Division
US Environmental Protection Agency
202-343-9449

From: Edwards, Jonathan <Edwards.Jonathan@epa.gov>
Sent: Wednesday, January 13, 2021 10:20 AM
To: OAR-ORIA-DC-EVERYONE <OARORIADCEVERYONE@epa.gov>
Cc: Shaw, Betsy <Shaw.Betsy@epa.gov>; Monroe, Scott <Monroe.Scott@epa.gov>
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Message

From: Veal, Lee [Veal.Lee@epa.gov]
Sent: 1/13/2021 5:38:00 PM
To: Edwards, Jonathan [Edwards.Jonathan@epa.gov]; Cherepy, Andrea [Cherepy.Andrea@epa.gov]
Subject: FW: Computer issues and security

FYI – Wagnus can go to Potomac Yards. No one will be going into DC.

Lee Ann B. Veal (*she/her/hers*)
Director, Radiation Protection Division
Office of Radiation and Indoor Air
Office: 202-343-9448; Cell: 202-617-4322
www.epa.gov/radiation

From: Prioleau, Wagnus <prioleau.wagnus@epa.gov>
Sent: Wednesday, January 13, 2021 11:33 AM
To: Veal, Lee <Veal.Lee@epa.gov>
Cc: Whitaker, Theresa <Whitaker.Theresa@epa.gov>; OAR-ORIA-RPD <OARORIARPD@epa.gov>
Subject: Re: Computer issues and security

Hi Lee,

The IT tech said that any EPA network dock station would work, so Potomac Yards is an option.

Wagnus

Sent from my iPhone

On Jan 13, 2021, at 10:56 AM, Veal, Lee <Veal.Lee@epa.gov> wrote:

Dear RPD,

Like you, I just received this information from Jon Edwards related to security in and around our DC offices. Please heed this advice to avoid going into the office for any reason.

Wagnus is investigating whether he can go to Potomac Yards for his repair as an alternative.

Lee

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Please contact the USAID Command Center at 202-712-1234x7 with any questions.

For more info, [click here](#).

Published on: 01/12/2021 15:25:40 (UTC-05:00) Eastern Time (US & Canada) By: White, Jonathan (SEC/OD).

Sent by: US Agency for International Development. To change your profile, add/delete contact numbers or email addresses, [click here](#).

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Lee Ann B. Veal (*she/her/hers*)
Director, Radiation Protection Division
Office of Radiation and Indoor Air
Office: 202-343-9448; Cell: 202-617-4322
www.epa.gov/radiation

From: Veal, Lee <Veal.Lee@epa.gov>
Sent: Wednesday, January 13, 2021 9:39 AM
To: Prioleau, Wagnus <prioleau.wagnus@epa.gov>; Whitaker, Theresa <Whitaker.Theresa@epa.gov>
Cc: OAR-ORIA-RPD <OARORIARPD@epa.gov>
Subject: RE: Computer problems

Wagnus and Theresa,

I'm sorry to hear it, but I cannot say that I am surprised. I think that IT is struggling to figure out what to do, and I heard there may be another Windows 10 update coming.

I was in the office to pick up things on Monday, just for a moment. I don't know if you will have to go to OMS to get a fix or not, but if it could happen in our space, it is empty. Our custodial staff have been cleaning, but it would be unlikely to see anyone in our space. I didn't go into the basement or elsewhere of course.

Lee

Lee Ann B. Veal (*she/her/hers*)
Director, Radiation Protection Division
Office of Radiation and Indoor Air
Office: 202-343-9448; Cell: 202-617-4322
www.epa.gov/radiation

From: Prioleau, Wagnus <prioleau.wagnus@epa.gov>
Sent: Wednesday, January 13, 2021 8:05 AM
To: Whitaker, Theresa <Whitaker.Theresa@epa.gov>
Cc: OAR-ORIA-RPD <OARORIARPD@epa.gov>
Subject: Re: Computer problems

I'm having problems logging in as well. The computer is not accepting my password. IT said that I may have to come into the office to resolve the problem.

Wagnus

Sent from my iPhone

On Jan 13, 2021, at 7:17 AM, Whitaker, Theresa <Whitaker.Theresa@epa.gov> wrote:

I been having computer problems since Monday. It takes me ½ an hour to 45 minutes or more to login. I am still not completely login now.

Theresa Whitaker
Administrative Officer
Radiation Protection Division
Office: 202-343-9456
Fax: 202-343-9204
Email: Whitaker.theresa@epa.gov

Message

From: Stafford, Andrea [Stafford.Andrea@epa.gov]
Sent: 1/14/2021 8:25:55 PM
To: Edwards, Jonathan [Edwards.Jonathan@epa.gov]
CC: Wilds, Edward [Wilds.Edward@epa.gov]; Cherepy, Andrea [Cherepy.Andrea@epa.gov]
Subject: FW: HQ Building Access and Operating Status Notification

Jon –

We received this info from Jason just a little while ago following our weekly call and the question we posed.

A

Andrea Stafford, Deputy Director
National Center for Radiation Field Operations (NCRFO)
Las Vegas, NV
Office: (702) 784-8203
Cell: (702) 460-8398

From: Wilds, Edward <Wilds.Edward@epa.gov>
Sent: Thursday, January 14, 2021 11:34 AM
To: Bushta, Jason <Bushta.Jason@epa.gov>; Stafford, Andrea <Stafford.Andrea@epa.gov>; Valdes, Dennisses <Valdes.Dennisses@epa.gov>; Norland, Shelly <Norland.Shelly@epa.gov>
Cc: Blankenship, Steven <Blankenship.Steven@epa.gov>
Subject: RE: HQ Building Access and Operating Status Notification

Jason:
Thank you for the information.

Ed



Edward L. Wilds, Jr.; Ph.D.
Director, National Center for Radiation Field Operations – Las Vegas
U.S. Environmental Protection Agency
4220 South Maryland Parkway, Bldg. C
Las Vegas, NV 89119
Phone: 702-784-8220
Fax: 702-784-8201

From: Bushta, Jason <Bushta.Jason@epa.gov>
Sent: Thursday, January 14, 2021 11:31 AM
To: Wilds, Edward <Wilds.Edward@epa.gov>; Stafford, Andrea <Stafford.Andrea@epa.gov>; Valdes, Dennisses <Valdes.Dennisses@epa.gov>; Norland, Shelly <Norland.Shelly@epa.gov>
Cc: Blankenship, Steven <Blankenship.Steven@epa.gov>
Subject: FW: HQ Building Access and Operating Status Notification

Ed,

This is the most recent notice we've received within EPA regarding HQ offices for example. Buildings will remain open except for holidays, but there will be reduction of entry points and increased security. Staff is being advised to maximize telework.

Jason Bushta
U.S. EPA-OMS-OA
Real Property Services Division
Real Property and Asset Management Branch

Desk: 202-564-7733
Mobile: 202-603-3326
Email: bushta.jason@epa.gov

From: HQ_Facilities_Updates <HQ_Facilities_Updates@epa.gov>
Sent: Wednesday, January 13, 2021 6:28 PM
To: All HQ Feds-nonFeds <All_HQ_Feds-nonFeds@epa.gov>
Subject: HQ Building Access and Operating Status Notification



EPA HQ buildings will close most entrances beginning on January 15, 2021 through January 23, 2021. The entrances listed below will remain open during this period:

- WJC North Main Lobby (24/7)
- WJC West Main Lobby (24/7)
- WJC North Courtyard (no pedestrian access after 9am daily)
- RRB tower turnstile entrance (24/7).

These entrances are subject to intermittent closures if security conditions change.

There are reports of credible threats against federal and state governments for the weekend of January 16 continuing through Inauguration Day on January 20. EPA employees should continue to maximize telework and reschedule events that require traveling to downtown Washington, DC from January 15 - 23, 2021.

Once the United States Secret Service establishes the security perimeter around the Federal Triangle and adjacent areas, building access may be further restricted and remaining open entrances may be closed. In addition, the Secret Service

may expand the security perimeter or add additional road closures without notice. The RRB Parking Garage remains open at this time to monthly parkers with PIV badges.

Staff should expect an enhanced security perimeter around the National Mall extending into downtown DC, and widespread street closures. Effective Wednesday, January 13 road closures have begun. For a list of current road closures, please refer to: <https://twitter.com/DCPoliceTraffic/status/1349361412045418496>.

There will be an enhanced security presence throughout the downtown area, to include armed National Guardsmen, Secret Service, FBI, Metropolitan Police, and other local and federal law enforcement.

Staff are encouraged to monitor local media and social media for up-to-date information, including:

DC Police Traffic (@DCPoliceTraffic)

DC Police Department (@DCPoliceDept)

DC Mayor's Office (@DCMayorsOffice; @MayorBowser)

Updates to building access and operating status will be sent to staff as information becomes available.

Message

From: Stafford, Andrea [Stafford.Andrea@epa.gov]
Sent: 1/14/2021 8:47:25 PM
To: Edwards, Jonathan [Edwards.Jonathan@epa.gov]; Wilds, Edward [Wilds.Edward@epa.gov]; Cherepy, Andrea [Cherepy.Andrea@epa.gov]
Subject: RE: IMPORTANT: Security Follow-Up--NCRFO

Thanks Jon.

Andrea Stafford, Deputy Director
National Center for Radiation Field Operations (NCRFO)
Las Vegas, NV
Office: (702) 784-8203
Cell: (702) 460-8398

From: Edwards, Jonathan <Edwards.Jonathan@epa.gov>
Sent: Thursday, January 14, 2021 12:46 PM
To: Wilds, Edward <Wilds.Edward@epa.gov>; Stafford, Andrea <Stafford.Andrea@epa.gov>; Cherepy, Andrea <Cherepy.Andrea@epa.gov>
Subject: FW: IMPORTANT: Security Follow-Up--NCRFO

FYI--- see below. Doing a check-in with Betsy and will get back with you... Jon

From: Edwards, Jonathan
Sent: Thursday, January 14, 2021 3:43 PM
To: Shaw, Betsy <Shaw.Betsy@epa.gov>
Cc: Monroe, Scott <Monroe.Scott@epa.gov>
Subject: FW: IMPORTANT: Security Follow-Up

Betsy—Out in Las Vegas, it looks like we are having a head-on collision between security folks encouraging us to keep employees away from facilities and teleworking, and OMS pushing us in Las Vegas next week on numerous on-site activities with “substantial walk-thru” with GSA and the landlord and other on-site installation services all scheduled.

When LV pushed on Jason he came back with this response to Ed and Andrea: “This is the most recent notice we’ve received within EPA regarding HQ offices for example. Buildings will remain open except for holidays, but there will be reduction of entry points and increased security. Staff is being advised to maximize telework.”

If we in OAR indeed set a very, very high bar than OMS’s plans out in LV next week fly in the face of that. I can take this up with Yvette but wanted to see how much flexibility (based on your security briefings) you see here.

As OD I’m leaning toward approving a very limited number of NCRFO folks to support OMS next week as a middle ground decision but I want to respect what you’ve heard in your security briefings and your direction too. --Jon

From: Stafford, Andrea <Stafford.Andrea@epa.gov>
Sent: Thursday, January 14, 2021 3:25 PM
To: Edwards, Jonathan <Edwards.Jonathan@epa.gov>

Cc: Cherepy, Andrea <Cherepy.Andrea@epa.gov>; Wilds, Edward <Wilds.Edward@epa.gov>

Subject: RE: IMPORTANT: Security Follow-Up

Jon –

Thank you for your email. We may need to have a quick general.

Numerous activities are slated next week in regards to the La Plaza consolidation including substantial walk-thru of Bldg D with GSA and the landlord. I believe there is also activities associated with external contractors being on site to install certain services (Cox, etc). We asked Jason Bushta about the plans next week given the latest security information that we are receiving from EPA HQ and how we should plan on proceeding given these La Plaza consolidation activities. Steven B was also on this call. Jason did not have any definitive guidance for us.

Thank you!

Andrea S

Andrea Stafford, Deputy Director
National Center for Radiation Field Operations (NCRFO)
Las Vegas, NV
Office: (702) 784-8203
Cell: (702) 460-8398

From: Edwards, Jonathan <Edwards.Jonathan@epa.gov>

Sent: Thursday, January 14, 2021 11:38 AM

To: Wilds, Edward <Wilds.Edward@epa.gov>; Stafford, Andrea <Stafford.Andrea@epa.gov>; Griggs, John <Griggs.John@epa.gov>; Clark, Mike S. <Clark.Michael@epa.gov>

Cc: Cherepy, Andrea <Cherepy.Andrea@epa.gov>; Veal, Lee <Veal.Lee@epa.gov>

Subject: IMPORTANT: Security Follow-Up

Importance: High

Ed and John---

I understand from Betsy that EPA's Homeland Security folks briefed the deputies just now and emphasized that while the Federal and State capitols are particular targets for potential violence during this period of time surrounding inauguration, all government facilities (Federal, state and local) are potentially at risk starting tomorrow through next week.

While I know that we've encouraged folks at NCRFO and NAREL to work remotely next week, I am taking that a step further now and stating **that I (as the Office Director) must know of and personally approve anyone planning to come into the NCRFO and NAREL facilities next week.** The bar for doing so will be very, very high. Additionally I am required to report to Betsy anyone approved to enter the facilities and what the functions are.

You get the picture. This is very serious. Please let me know ASAP if you have any staff access requests for approval, otherwise direct employees to not travel to our facilities next week. --Jon

Message

From: Wieder, Jessica [Wieder.Jessica@epa.gov]
Sent: 1/27/2021 3:46:59 PM
To: Edwards, Jonathan [Edwards.Jonathan@epa.gov]; Cherepy, Andrea [Cherepy.Andrea@epa.gov]; Veal, Lee [Veal.Lee@epa.gov]; White, Rick [White.Rick@epa.gov]; Griggs, John [Griggs.John@epa.gov]; Wilds, Edward [Wilds.Edward@epa.gov]; Smith, Alisa [Smith.Alisa@epa.gov]; Rowson, David [Rowson.David@epa.gov]; McMichael, Nate [McMichael.Nate@epa.gov]
CC: Nesky, Anthony [Nesky.Tony@epa.gov]; Bacon, Stefanie [Bacon.stefanie@epa.gov]
Subject: FYI - A collection of recent responses and comms guidance from OPA

FYI - Below is a note from John Millett, forwarding guidance and example press responses from the new OPA AA, Lindsay Hamilton, regarding how EPA is responding to questions about administration priorities.

Bottom line - If we get any question, we should coordinate with OAR Comm and OPA on the response.

Jess

Jessica Wieder
Director, Center for Radiation Information and Outreach
U.S. Environmental Protection Agency
Radiation Protection Program
w: 202-343-9201
c: 202-420-9353

From: Millett, John <Millett.John@epa.gov>
Sent: Tuesday, January 26, 2021 10:27 AM
To: Noonan, Jenny <Noonan.Jenny@epa.gov>; Birgfeld, Erin <Birgfeld.Erin@epa.gov>; McMichael, Nate <McMichael.Nate@epa.gov>; Wieder, Jessica <Wieder.Jessica@epa.gov>; Kocchi, Suzanne <Kocchi.Suzanne@epa.gov>; Clarke, Deirdre <clarke.deirdre@epa.gov>
Cc: Campbell, Ann <Campbell.Ann@epa.gov>; Shoaff, John <Shoaff.John@epa.gov>; DeLuca, Isabel <DeLuca.Isabel@epa.gov>; Stevens, Katherine <stevens.katherine@epa.gov>; Haman, Patricia <Haman.Patricia@epa.gov>; Spenillo, Justin <Spenillo.Justin@epa.gov>
Subject: A collection of recent responses and comms guidance from OPA

Hi All – so you have a sense of the types of q/a we’re getting from press, and that we’re likely getting from stakeholders, below are a few examples of questions and general status responses that have gone out over the past few days. This general approach has been approved by Joe, and has gone through OP (and in some cases, OGC) review. OPA has been providing these statements to press as appropriate. OP’s role is to coordinate Agency review under the President’s Public Health, Environment and Climate EO and/or Chief of Staff’s regulatory freeze memo. Below the examples of q/a, for your awareness, is a note from the new OPA AA, Lindsay Hamilton, to regional public affairs directors and HQ comms directors – with guidance to watch out for any q/a that would be covered by the EO or the memo. Please share this with your Office Directors, their IO teams, your office’s division directors, and any comms or intergovernmental leads in your office for their awareness.

Please let me know if you have any questions.

Thanks!

John

General status statement:

“There are no updates at this time, but OAR’s/the Agency’s new leadership team is aware of this issue and will be working with EPA staff to determine next steps, guided by science, the law, and the need for transparency to protect public health and the environment and advance environmental justice.”

Approved statement regarding a stationary source action with Dec 24, 2020 effective date, subject of a notice of intent to sue from NRDC (but generally applicable to a few actions or more for the foreseeable):

“The Agency’s new leadership and staff are in the process of identifying and reviewing EPA actions that are covered by the President’s January 20, 2021 Executive Order on Protecting Public Health and the Environment and Restoring Science to Tackle the Climate Crisis and the White House Chief of Staff’s January 20, 2021 Memorandum: Regulatory Freeze Pending Review to determine appropriate next steps.”

Outlet: E&E

Inquiry: As of today, does the **NAAQS** review process spelled out in Mr. Pruitt’s memo remain in effect? If so, what are EPA’s plans for retaining that review process given that the underlying presidential memo has been revoked?

Response: “EPA will follow the science and law in accordance with the Biden Administration’s executive orders and the Clean Air Act in reviewing air quality health standards to ensure that they protect public health and welfare.”

Other, non-oar statements, FYI –

OW:

Outlet: Bloomberg Law

Inquiry: I’m wondering if you can put me in touch with someone at EPA Office of Water who can talk to me about the agency’s review of the **Navigable Waters Protection Rule**. My story will look at the current state of play regarding WOTUS, legal options on the table for EPA to address the rule and examples of development occurring in formerly jurisdictional waters.

Response: “EPA will follow the science and law in accordance with the Biden Administration’s executive orders and the Clean Water Act in reviewing the definition ‘waters of the United States’ to ensure that it protects public health and welfare.”

OCSPP:

Outlet: VICE

Inquiry: I’m a contributing environmental justice writer at VICE and I’m working on a story about **chlorpyrifos**, a toxic pesticide that the Biden admin seems to be taking executive action against. I was previously in touch with Ken but saw that he is offline and was wondering if I could get in touch with someone and ask just a couple of brief questions since we plan to publish soon and would love a comment from the EPA?

Proposed response: “EPA will follow the science and law in accordance with the Biden Administration’s executive orders and the Federal Insecticide, Fungicide, and Rodenticide Act in reviewing the chlorpyrifos action to ensure that it protects public health and welfare.”

Outlet: *Cal-OSHA Reporter*

Inquiry: In the waning days of the Trump administration, EPA promulgated a revision to the AWPS that changes requirements for **Application Exclusion Zones** meant to protect farmworkers from pesticide exposure during application. The rule went into effect on Dec. 29, 2020. Recently, several states, including California, filed suit to overturn the provisions as “unjustified and unwarranted” and that it could increase the risk of pesticide exposure among farmworkers and their families. Is EPA considering a revocation of the Dec. 29 revision, irrespective of the lawsuit?

Proposed response: “EPA will follow the science and law in accordance with the Biden Administration’s executive orders and the Federal Insecticide, Fungicide, and Rodenticide Act in reviewing the Application Exclusion Zones action to ensure that it protects farmworkers, their families, public health and welfare.”

Sent from Lindsay Hamilton, Associate Administrator for the Administrator’s Office of Public Affairs

Subject: “Communications Guidance”

Hi everyone,

Thank you for the warm welcome last week. It’s a real privilege to have the opportunity to work with you and learn from you.

I want to make sure that things are moving forward, including external communications about the important work of the agency. To that end, I wanted to provide some guidance on Biden-Harris priorities, administration developments and high-profile issues.

Please review communications that might intersect with these considerations, update where needed, and contact me for input and to resolve any questions that might come up. We will continue to follow current approval processes.

I welcome questions and feedback and will be joining a lot of meetings so I can get caught up and be available if needed.

Biden-Harris Administration Priorities at the EPA

The Biden-Harris team is embracing the EPA mission to protect human health and the environment. Priorities include tackling the climate crisis and air pollution, advancing environmental justice, restoring science, protecting public health, and building back better.

Executive Orders and Chief of Staff Memo

Last week, President Biden issued an “Executive Order on Protecting Public Health and the Environment and Restoring Science to Tackle the Climate Crisis.” This EO has initiated a review of all agency actions from January 20, 2017 through January 20, 2021 that are or may be inconsistent with the policies outlined in the EO and identifies for swift action four specific categories: methane emissions in the oil and gas sector, fuel economy standards, appliance and building-efficiency standards and harmful air pollution.

President Biden also recommitted the United States to the Paris Climate Agreement.

Chief of Staff Ron Klain issued a memo asking for a regulatory freeze pending review. This includes freezing, withdrawing and postponing implementation of rules as they undergo review. The EPA sent a memo to the DOJ seeking stays/abeyances on pending litigation related to regulations issued under the prior administration.

Please carefully review any communications that could be impacted by these developments.

High-Profile Issues

The team President Biden has designated to lead pandemic response is communicating aggressively around the latest developments. We should be mindful of all agency communications related to COVID-19 and ensure consistency with recent executive orders and messaging from administration leadership.

Additionally, any communications that could raise questions not covered here about the new administration’s positions vis-à-vis the prior administration’s policies should be noted as they are likely to generate media interest.

Thank you for your help as we navigate the first few days and weeks of the new administration. I can be reached by email or phone at (202) 510-3515. We will also have some additional new team members onboarding soon.

Thanks so much,
Lindsay

Lindsay Hamilton
Associate Administrator, Public Affairs
Environmental Protection Agency
Hamilton.Lindsay@epa.gov
202-510-3515 (mobile)
[Newsroom](#) | she/her

~~~~~  
John Millett  
Director, OAR Communications  
Desk: 202-564-2903  
Cell: 202-510-1822

Message

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**From:** Rowson, David [Rowson.David@epa.gov]  
**Sent:** 1/28/2021 8:00:55 PM  
**To:** Cherepy, Andrea [Cherepy.Andrea@epa.gov]  
**CC:** Edwards, Jonathan [Edwards.Jonathan@epa.gov]; Smith, Alisa [Smith.Alisa@epa.gov]  
**Subject:** RE: Update on EO Statements

Andrea,

Do you know or could you ask, when the opportunity presents, whether it is reasonable to infer from the language offered under the Klain memos below that only those actions (including guidance) planned for publication in the FR or planned for/undergoing OMB review would be subject to the Regulatory Freeze Memo?

Dave

David Rowson, Director  
Indoor Environments Division  
US Environmental Protection Agency  
202-343-9449

---

**From:** Cherepy, Andrea <Cherepy.Andrea@epa.gov>  
**Sent:** Thursday, January 28, 2021 1:18 PM  
**To:** Edwards, Jonathan <Edwards.Jonathan@epa.gov>; Rowson, David <Rowson.David@epa.gov>; Veal, Lee <Veal.Lee@epa.gov>; Griggs, John <Griggs.John@epa.gov>; Wilds, Edward <Wilds.Edward@epa.gov>; Bullard, Pamela <Bullard.Pamela@epa.gov>  
**Cc:** Smith, Alisa <Smith.Alisa@epa.gov>; White, Rick <White.Rick@epa.gov>; Clark, Mike S. <Clark.Michael@epa.gov>; Stafford, Andrea <Stafford.Andrea@epa.gov>  
**Subject:** FW: Update on EO Statements

FYI-

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**From:** Millett, John <Millett.John@epa.gov>  
**Sent:** Thursday, January 28, 2021 11:55 AM  
**To:** Noonan, Jenny <Noonan.Jenny@epa.gov>; Bremer, Kristen <Bremer.Kristen@epa.gov>; Birgfeld, Erin <Birgfeld.Erin@epa.gov>; Burch, Julia <Burch.Julia@epa.gov>; Kocchi, Suzanne <Kocchi.Suzanne@epa.gov>; Clarke, Deirdre <clarke.deirdre@epa.gov>; Cherepy, Andrea <Cherepy.Andrea@epa.gov>; Wieder, Jessica <Wieder.Jessica@epa.gov>; McMichael, Nate <McMichael.Nate@epa.gov>; Shoaff, John <Shoaff.John@epa.gov>; Campbell, Ann <Campbell.Ann@epa.gov>  
**Cc:** DeLuca, Isabel <DeLuca.Isabel@epa.gov>; Stevens, Katherine <stevens.katherine@epa.gov>; Haman, Patricia <Haman.Patricia@epa.gov>; Bowles, Jack <Bowles.Jack@epa.gov>  
**Subject:** FW: Update on EO Statements

Fyi from OPA --

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**From:** Drinkard, Andrea <Drinkard.Andrea@epa.gov>  
**Sent:** Thursday, January 28, 2021 11:49 AM  
**To:** HQ Communications Directors <HQCommunicationsDirectors@epa.gov>; Regional Public Affairs Directors <Regional\_Public\_Affairs\_Directors@epa.gov>  
**Cc:** Richardson, RobinH <Richardson.RobinH@epa.gov>; Bowles, Jack <Bowles.Jack@epa.gov>; Kaiser, Sven-Erik <Kaiser.Sven-Erik@epa.gov>; Haman, Patricia <Haman.Patricia@epa.gov>; Hamilton, Lindsay <Hamilton.Lindsay@epa.gov>; Klasen, Matthew <Klasen.Matthew@epa.gov>; Levine, Carolyn <Levine.Carolyn@epa.gov>; Knapp, Kristien <Knapp.Kristien@epa.gov>  
**Subject:** FW: Update on EO Statements



Hi all—

I wanted to make sure folks had the general statements that we have been using in reference to the EOs and the Klain memo. As Nancy notes below, we are asking the comms directors to use these statements—modified as necessary—as you work with your press officers on inquiries as you typically would. If anyone has any questions, please don't hesitate to reach out to me or Nancy. I hope to share statements on the scientific integrity EO the Tribal consultation EO as soon as they're ready to share.

Please also continue to stand by on web updates as they relate to the Klain memo.

Thanks!

---

**From:** Grantham, Nancy

**Sent:** Thursday, January 28, 2021 8:59 AM

**To:** AO OPA Media Relations <AO\_OPA\_Media\_Relations@epa.gov>

**Cc:** Grantham, Nancy <Grantham.Nancy@epa.gov>; Hamilton, Lindsay <Hamilton.Lindsay@epa.gov>

**Subject:** Update on EO Statements -- we can discuss at 10:30 am. OMR meeting

All –

Since we have approved statements for the EOs and Klain memos, I am updating the process that started yesterday. Instead of Andrea dealing directly with the offices, please use the statements below as a starting point as you work with the offices. Andrea will share these with the Comms Directors so they will have the language as well. If there are questions or new aspects to the statements, please flag those when you are sending them up for review.

**Action specifically included in the EO**

“EPA will follow the science and law in accordance with the Biden Administration’s executive orders and the INSERT ACT in reviewing the INSERT ACTION to ensure that it protects public health and the environment.” – **EPA spokesperson**

**General rule/action questions not specifically included in the EO or fall under the Klain memo**

“EPA will follow the science and law in accordance with the Biden-Harris Administration’s executive orders and other directives in reviewing all of the agency’s actions issued under the previous Administration to ensure that they protect public health and the environment.” – **EPA spokesperson**

**If an action has pending litigation, please add**

“Because this is pending litigation, EPA has no additional information to share.” – **EPA spokesperson**

**Klain memo finalized, but not published**

Under the Regulatory Freeze Pending Review Memorandum that White House Chief of Staff Ronald Klain issued on January 20, 2021, EPA is conducting a review of all new or pending actions that were not yet published in the Federal Register. This will ensure that EPA’s leadership team has the opportunity to assess these actions in light of the new Administration’s Executive Orders and priorities, and make decisions about the appropriate next steps. EPA can confirm that the INSERT ACTION is currently undergoing review. EPA will provide additional information as it becomes available.

**Klain memo OMB withdrawal**

Under the Regulatory Freeze Pending Review Memorandum that White House Chief of Staff Ronald Klain issued on January 20, 2021, EPA has withdrawn all agency actions, including INSERT ACTION, that were undergoing OMB review. This will ensure that EPA’s leadership team has the opportunity to assess these actions in light of the new Administration’s Executive Orders and priorities, and make decisions about the appropriate next steps. EPA will provide additional information as it becomes available.

Thx

ng

Message

**From:** White, Sharon [White.Sharon@epa.gov]  
**Sent:** 1/28/2021 8:40:04 PM  
**To:** Rowson, David [Rowson.David@epa.gov]; Edwards, Jonathan [Edwards.Jonathan@epa.gov]  
**Subject:** RE: Information on yesterday's Executive Orders and the latest political appointees to join EPA

Probably a good idea. I don't feel like donning full PPE.

---

**From:** Rowson, David <Rowson.David@epa.gov>  
**Sent:** Thursday, January 28, 2021 3:34 PM  
**To:** Edwards, Jonathan <Edwards.Jonathan@epa.gov>; White, Sharon <White.Sharon@epa.gov>  
**Subject:** FW: Information on yesterday's Executive Orders and the latest political appointees to join EPA

Jon and Sharon,

After reading about the new members of the incoming EPA leadership team who onboarded this week, I think it would be wise that

**Ex. 5 Deliberative Process (DP)**

**Ex. 5 Deliberative Process (DP)**

Dave

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**From:** Message from the Chief of Staff <messagefromthechiefofstaff@epa.gov>  
**Sent:** Thursday, January 28, 2021 3:17 PM  
**To:** Message from the Chief of Staff <messagefromthechiefofstaff@epa.gov>  
**Subject:** Information on yesterday's Executive Orders and the latest political appointees to join EPA



Dear Colleagues,

Yesterday, President Biden took executive action to tackle the climate crisis at home and abroad while creating good-paying union jobs and equitable clean energy future, building modern and sustainable infrastructure, restoring scientific integrity and evidence-based policymaking across the federal government, and re-establishing the President's Council of Advisors on Science and Technology.

Yesterday's Executive Order on Tackling the Climate Crisis at Home and Abroad takes bold steps to combat the climate crisis and directs the Biden-Harris Administration to:

- Center the Climate Crisis in U.S. Foreign Policy and National Security Considerations
- Take a Whole-of-Government Approach to the Climate Crisis
- Secure Environmental Justice and Spur Economic Opportunity
- Leverage the Federal Government's Footprint and Buying Power to Lead by Example
- Rebuild Our Infrastructure for a Sustainable Economy
- Advance Conservation, Agriculture, and Reforestation
- Revitalize Energy Communities

The new order formalizes President Biden's commitment to make environmental justice a part of the mission of every agency by directing federal agencies to develop programs, policies, and activities to address the disproportionate health, environmental, economic, and climate impacts on disadvantaged communities.

President Biden also signed an important [Presidential Memorandum on Restoring Trust in Government Through Scientific Integrity and Evidence-Based Policymaking](#) to send a clear message that the Biden-Harris Administration will protect scientists from political interference and ensure they can think, research and speak freely to provide valuable information and insights to the American people. The memorandum directs agencies to "make evidence-based decisions guided by the best available science and data."

Through another new Executive Order also signed yesterday, President Biden also established the [President's Council of Advisors on Science and Technology](#). Leaders from across the Biden-Harris Administration, including the President and his senior advisors, will seek input, advice and the best-available science, data, and scientific and technological information from scientists, engineers and other experts in these areas.

These actions are at the heart of the work we do at the EPA. Our work in every program office and region will be grounded and guided by science as we work together to achieve these goals and to protect public health and the environment on behalf of all Americans.

I continue to be impressed by the team of dedicated professionals who we have had the privilege of getting to know over the past week.

As we continue to build out our leadership team and continue to work with all of you, I want to direct you to a new transition resource on the [EPA intranet site](#). The site provides employees with transition-related information and introduces members of the new administration. We will be updating the site on an as-needed basis to share all relevant transition related information with you.

Finally, I want to take this opportunity to introduce additional members of our leadership team who have joined the agency this week. A list of these new personnel is provided at the end of this email.

Thank you again for your support and patience as we work through this transition. We are truly honored to be working alongside you.

Sincerely,

Dan Utech  
Chief of Staff

**Members of the incoming EPA leadership team who onboarded this week:**

**Dorien Paul Blythers, Deputy Chief of Staff for Operations**

Dorien comes to EPA with over 10 years of experience in electoral and issue campaigns. Most recently he was the Political Director for End Citizens United & Let America Vote. He also served as a Regional Political Director for Kamala Harris For The People, maintaining national, state, and local relationships on behalf of the candidate. Dorien previously served as Public Engagement Program Manager for Climate Action Campaign, serving as chief relationship manager with external partners for African American, Faith, and Millennial constituencies. Dorien credits his commitment

to social and environmental justice to Howard University– where he studied political science and was elected Student Body President for the College of Arts & Sciences.

**Avi Garbow, Senior Counselor to the Administrator**

Avi Garbow is a nationally-recognized environmental leader, lawyer, and advocate with decades of experience tackling the most critical threats to our air, water, and lands. Honored by the National Law Journal as an Energy and Environmental Trailblazer, Avi has most recently been serving as Patagonia’s Environmental Advocate. Avi served as General Counsel at EPA from 2013-2017 – the longest to hold that position – and prior to that served as the Agency’s Deputy General Counsel. Avi also helped lead the environmental practice of a major international law firm, was a distinguished federal environmental crimes prosecutor in the U.S. Department of Justice, and began his environmental law career nearly three decades ago in EPA’s enforcement office. Avi received the Robert F. Kennedy Award for Public Service from the University of Virginia School of Law, obtained a master’s degree in marine affairs, and has served on the Boards of non-profits and the Organic Trade Association.

**Kathleen Lance, Director of Scheduling and Advance, Office of the Administrator**

Kathleen Lance joins the EPA from the North Carolina Department of Environmental Quality where she served as special assistant to Secretary Michael Regan. In that role, she managed executive level support for the department leadership, playing a central role in the operations of a \$2 billion, 1,600-person department. She has held multiple roles within the department and previously worked for the Arc of Hunterdon County, a non-profit organization. She is a graduate of Elon University where she studied political science.

**Fernando Mercado-Violand, Deputy White House Liaison**

Fernando graduated from the University of Virginia in 2014 with degrees in history and government. He began his career as an organizer for Senator Mark Warner’s first re-election campaign, then served as a community organizer in Northern Virginia with the Legal Aid Justice Center working on health care and immigration issues. In 2016, he worked for Hilary Clinton’s campaign in Iowa, Texas and Virginia. In 2017, he was the political director for Virginia Attorney General Mark Herring’s campaign. In 2018, he took the role of policy coordinator for the Virginia House Democratic Caucus and later went on to serve as the first Director of Latino Outreach for Governor Ralph Northam. Most recently, he was the Deputy State and Political Director for the Biden-Harris campaign in Virginia. Fernando was born in Bolivia, immigrated to the U.S. with his family when he was 5 years old, and is a die-hard UVA basketball fan.

Message

**From:** Edwards, Jonathan [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=3715BC4DFC3E4D6CAF3AF1BF2FC5CA77-JEDWAR02]  
**Sent:** 11/4/2020 5:08:46 PM  
**To:** Fugh, Justina [Fugh.Justina@epa.gov]  
**Subject:** RE: Hatch Act and the day after the election

Justina—thanks for this handy guidance. Can I just say that I've chewed my fingernails down to nothing by this point?  
Ha! Never dull, is it? --Jon

---

**From:** Fugh, Justina <Fugh.Justina@epa.gov>  
**Sent:** Wednesday, November 04, 2020 11:42 AM  
**To:** All National Ethics Officials <All\_National\_Ethics\_Officials@epa.gov>  
**Subject:** Hatch Act and the day after the election

Dear ethics colleagues,

The country has cast its votes but we are still waiting to hear the results. If you're wondering about the Hatch Act implications today, we can help. See the chart below or check out the attached guidance from our friends at the Office of Special Counsel:

| HOW THE HATCH ACT APPLIES TO THE 2020 ELECTION (after 11/3/20)                                                                                                                                                                                                                                                                                                                                            |                                                                                                      |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------|
| Wearing campaign items or displaying candidate photographs in the federal workplace (including telework locations) or on government time                                                                                                                                                                                                                                                                  | Permissible                                                                                          |
| Expressing views about the election results or presidential or other partisan candidates in the federal workplace (including telework locations) or on government time                                                                                                                                                                                                                                    | Permissible                                                                                          |
| Wearing or displaying items about <i>political parties</i> in the federal workplace (including telework locations) or on government time, including: <ul style="list-style-type: none"><li>• Political party paraphernalia</li><li>• Forwarding emails from a political party</li><li>• Texting about partisan political events</li><li>• Sharing a post from a political party on social media</li></ul> | PROHIBITED                                                                                           |
| Engaging in any political fundraising at any time                                                                                                                                                                                                                                                                                                                                                         | PROHIBITED                                                                                           |
| Using official authority or resources to interfere with or affect the election                                                                                                                                                                                                                                                                                                                            | PROHIBITED                                                                                           |
| Engaging in certain post-Election Day activity <i>on behalf of a political party</i> , such as taking part in challenges, recounts, etc. on your own time                                                                                                                                                                                                                                                 | Permissible for lesser restricted;<br>PROHIBITED for further restricted employees (e.g., career SES) |

Remember, if you have any questions, send them to us at [ethics@epa.gov](mailto:ethics@epa.gov).

Justina

Justina Fugh | Director, Ethics Office | Office of General Counsel | US EPA | Mail Code 2311A | Room 4308 North, William Jefferson Clinton Federal Building | Washington, DC 20460 (for ground deliveries, use 20004 for the zip code) | phone 202-564-1786 | fax 202-564-1772



Message

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**From:** Edwards, Jonathan [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=3715BC4DFC3E4D6CAF3AF1BF2FC5CA77-JEDWAR02]  
**Sent:** 11/5/2020 12:45:23 AM  
**To:** Veal, Lee [Veal.Lee@epa.gov]  
**Subject:** Re: Hatch Act and the day after the election

Lee sorry I'm just seeing this now —had a busy day. OK to talk tomorrow or if it's more urgent feel free to call me tonight at Ex. 6 Personal Privacy (PP)

Sent from my iPhone

On Nov 4, 2020, at 1:54 PM, Veal, Lee <Veal.Lee@epa.gov> wrote:

Hi Jon,

Do you have time for a very short call?

Lee

Lee Ann B. Veal  
Director, Radiation Protection Division  
Office of Radiation and Indoor Air  
Office: 202-343-9448; Cell: 202-617-4322  
[www.epa.gov/radiation](http://www.epa.gov/radiation)

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**From:** Edwards, Jonathan <Edwards.Jonathan@epa.gov>  
**Sent:** Wednesday, November 04, 2020 12:07 PM  
**To:** Cherepy, Andrea <Cherepy.Andrea@epa.gov>; Hoyt, Sarita <Hoyt.Sarita@epa.gov>; Rowson, David <Rowson.David@epa.gov>; Veal, Lee <Veal.Lee@epa.gov>; Griggs, John <Griggs.John@epa.gov>; Wilds, Edward <Wilds.Edward@epa.gov>  
**Subject:** FW: Hatch Act and the day after the election

FYI

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| Engaging in any political fundraising at any time                                                                                                                                                                                                                                                                                                                                                              | PROHIBITED                                                                                           |
| Using official authority or resources to interfere with or affect the election                                                                                                                                                                                                                                                                                                                                 | PROHIBITED                                                                                           |
| Engaging in certain post-Election Day activity <i>on behalf of a political party</i> , such as taking part in challenges, recounts, etc. on your own time                                                                                                                                                                                                                                                      | Permissible for lesser restricted;<br>PROHIBITED for further restricted employees (e.g., career SES) |

Remember, if you have any questions, send them to us at [ethics@epa.gov](mailto:ethics@epa.gov).

Justina

Justina Fugh | Director, Ethics Office | Office of General Counsel | US EPA | Mail Code 2311A | Room 4308 North, William Jefferson Clinton Federal Building | Washington, DC 20460 (for ground deliveries, use 20004 for the zip code) | phone 202-564-1786 | fax 202-564-1772

Message

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**Sent:** 1/13/2021 3:06:53 PM  
**To:** Shaw, Betsy [Shaw.Betsy@epa.gov]; Monroe, Scott [Monroe.Scott@epa.gov]  
**CC:** Rowson, David [Rowson.David@epa.gov]; Cherepy, Andrea [Cherepy.Andrea@epa.gov]; Smith, Alisa [Smith.Alisa@epa.gov]; Bullard, Pamela [Bullard.Pamela@epa.gov]  
**Subject:** RE: NCR Security Preparations - Staff Concerns

Very good. Thanks for tip. --Jon

---

**From:** Shaw, Betsy <Shaw.Betsy@epa.gov>  
**Sent:** Wednesday, January 13, 2021 9:16 AM  
**To:** Edwards, Jonathan <Edwards.Jonathan@epa.gov>; Monroe, Scott <Monroe.Scott@epa.gov>  
**Cc:** Rowson, David <Rowson.David@epa.gov>; Cherepy, Andrea <Cherepy.Andrea@epa.gov>; Smith, Alisa <Smith.Alisa@epa.gov>; Bullard, Pamela <Bullard.Pamela@epa.gov>  
**Subject:** RE: NCR Security Preparations - Staff Concerns

Hi Jon,

Thanks for sharing. There's a fair bit of discussion happening but no clarity yet about what communications will be issued here at EPA regarding security for next week but I would not wait for that and go ahead and encourage all of your staff to work remotely and not plan to come into the building next week.

Thanks,

Betsy

---

**From:** Edwards, Jonathan <Edwards.Jonathan@epa.gov>  
**Sent:** Tuesday, January 12, 2021 6:34 PM  
**To:** Shaw, Betsy <Shaw.Betsy@epa.gov>; Monroe, Scott <Monroe.Scott@epa.gov>  
**Cc:** Rowson, David <Rowson.David@epa.gov>; Cherepy, Andrea <Cherepy.Andrea@epa.gov>; Smith, Alisa <Smith.Alisa@epa.gov>; Bullard, Pamela <Bullard.Pamela@epa.gov>  
**Subject:** FW: NCR Security Preparations - Staff Concerns  
**Importance:** High

Betsy and Scott---FYI---please see below. Not sure if EPA Security already has this info but you may want to forward this to OMS EPA Security since OMS may want to consider a similar advisory to EPA HQ employees? --Jon

---

**From:** Rowson, David <Rowson.David@epa.gov>  
**Sent:** Tuesday, January 12, 2021 4:05 PM  
**To:** Edwards, Jonathan <Edwards.Jonathan@epa.gov>  
**Cc:** Cherepy, Andrea <Cherepy.Andrea@epa.gov>; Smith, Alisa <Smith.Alisa@epa.gov>  
**Subject:** FW: NCR Security Preparations - Staff Concerns  
**Importance:** High

Jon and Andrea,

See email below forwarded by Nate regarding an all-hands email sent today to employees at USAID (where Nate's wife works) alerting them to safety threats beginning today in the National Capitol Region. Any informal word about an all-hands communication to EPA employees that might be in the works? If not, is this something you could raise to the OAR IO?

Dave

David Rowson, Director  
Indoor Environments Division  
US Environmental Protection Agency  
202-343-9449

----- Forwarded message -----

From: **USAID ENS Alert** <[Alert-477758-120857203@secure02.athocalerts.com](mailto:Alert-477758-120857203@secure02.athocalerts.com)>

Date: Tue, Jan 12, 2021 at 3:26 PM

Subject: NCR Security Preparations

## NCR Security Preparations

Severity: **Informational** Type: **Safety**

There are reports of credible threats against federal and state governments for the weekend of January 16th. USAID staff should maximize telework and reschedule all events that require traveling to downtown Washington, DC from January 12 - 25, 2021.

The FBI warns that armed demonstrations are expected in all 50 state capitals, including Washington, DC, during the weekend of January 16th. It also warns there are credible reports of an armed group intending to travel to Washington, DC that weekend. One group reportedly called for the storming of state and federal buildings if President Trump is removed from office prior to the Inauguration. There are also reports that far-right groups are calling for the targeting of public infrastructure.

At least 16 demonstrations are being planned for DC beginning on Saturday, January 16th. The Mayor of DC has called on the federal government to deny permit applications for demonstrations on federal property in advance of the Inauguration.

The White House has declared a state of emergency in Washington, DC from January 11 - 24, 2021. Among other things, this authorizes FEMA to identify, mobilize, and provide equipment and resources necessary to alleviate the impacts of the emergency. The Department of Homeland Security declared a National Security Special Event for the Inauguration from January 13 - 24.

The Department of Defense deployed 6,200 National Guards to DC following the events of January 6th for no less than 30 days. This number is expected to increase to 10,000 Guardsmen by the weekend and up to 15,000 Guardsmen by the Inauguration. The National Guard members will be armed.

The Mayor of DC has declared a state of emergency from January 6 - 21, which grants authority to implement measures necessary to protect people and property in DC, including issuing a curfew, reducing or altering the hours of businesses and requesting assistance from the federal government. The Mayor of DC and Governors of Virginia and Maryland issued a joint statement on January 11th calling on area residents and all Americans to stay home and watch the Inauguration virtually.

Staff should expect an enhanced security cordon around the National Mall extending into downtown DC, and widespread street closures. The exact locations of the security cordon or street closures have not yet been announced.

There will be an enhanced security presence throughout the downtown area, to include armed

National Guardsmen, Secret Service, FBI, and Metropolitan Police.

The Mayor of DC and Governors of VA and MD may impose curfew restrictions with little notice.

There may be unexpected cell phone outages in the event of an incident, and emergency response services may be slow to respond if they are dealing with multiple incidents.

Staff should plan to avoid downtown Washington, DC, and maximize telework starting tomorrow, January 13th, until January 25th.

Staff should take preparedness measures prior to next week, including shopping for groceries, filling critical prescriptions, and taking care of any personal appointments or tasks that would allow you to stay home next week.

Staff should avoid heavily populated areas next week, including major transportation hubs and areas that may be "hot spots" for demonstrations or protests.

Staff are encouraged to monitor local media and social media for up-to-date information, including:  
DC Police Traffic (@DCPoliceTraffic)  
DC Police Department (@DCPoliceDept)  
DC Mayor's Office (@DCMayorsOffice; @MayorBowser)  
DC City Government will be sending text alerts on public safety, street closures, weather alerts, transit updates, and more.

Given the fluidity of preparations and the ongoing threats, USAID Command Center will continue to inform staff as additional information is released.

Please contact the USAID Command Center at 202-712-1234x7 with any questions.

For more info, [click here](#).

Published on: 01/12/2021 15:25:40 (UTC-05:00) Eastern Time (US & Canada) By: White, Jonathan (SEC/OD).

Sent by: US Agency for International Development. To change your profile, add/delete contact numbers or email addresses, [click here](#).

Message

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**From:** Edwards, Jonathan [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=3715BC4DFC3E4D6CAF3AF1BF2FC5CA77-JEDWAR02]  
**Sent:** 1/13/2021 3:36:17 PM  
**To:** McMichael, Nate [McMichael.Nate@epa.gov]  
**Subject:** RE: NCR Security Preparations During the Transition and Inaugural Periods

Indeed. Thanks for passing it along....Jon

---

**From:** McMichael, Nate <McMichael.Nate@epa.gov>  
**Sent:** Wednesday, January 13, 2021 10:35 AM  
**To:** Edwards, Jonathan <Edwards.Jonathan@epa.gov>  
**Subject:** Re: NCR Security Preparations During the Transition and Inaugural Periods

Thanks for sending this, Jon. It is so disconcerting to read, but at least our staff are aware of the reality of the threats now.

Thanks,  
Nate

On Jan 13, 2021, at 10:20 AM, Edwards, Jonathan <[Edwards.Jonathan@epa.gov](mailto:Edwards.Jonathan@epa.gov)> wrote:

Dear ORIA HQ-DC colleagues---

I was made aware of the following National Capital Region security preparations note issued by the US AID, one of our sister agencies in the Federal Triangle complex. I urge you to read the note and to heed its advice to avoid the downtown area during this period and to maximize teleworking. Keep in mind that addition guidance from EPA may be forthcoming.

Please take care and be safe. --Jon

----- Forwarded message -----

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Subject: NCR Security Preparations

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Sent by: US Agency for International Development. To change your profile, add/delete contact numbers or email addresses, [click here](#).

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Message

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**Sent:** 1/13/2021 4:06:18 PM  
**To:** Shaw, Betsy [Shaw.Betsy@epa.gov]  
**Subject:** Re: NCR Security Preparations - Staff Concerns

Yes. I was thinking the same thing. Thank you... Jon

Sent from my iPhone

On Jan 13, 2021, at 10:54 AM, Shaw, Betsy <Shaw.Betsy@epa.gov> wrote:

BTW, since all Federal buildings are potential targets, I would recommend that you chat with Ed and John and encourage them to have their folks work remotely next week also to the greatest extent practicable.

---

**From:** Edwards, Jonathan <Edwards.Jonathan@epa.gov>  
**Sent:** Wednesday, January 13, 2021 10:48 AM  
**To:** Shaw, Betsy <Shaw.Betsy@epa.gov>  
**Subject:** RE: NCR Security Preparations - Staff Concerns

Great. Thanks... It's a pretty sobering message. --Jon

---

**From:** Shaw, Betsy <Shaw.Betsy@epa.gov>  
**Sent:** Wednesday, January 13, 2021 10:46 AM  
**To:** Edwards, Jonathan <Edwards.Jonathan@epa.gov>; Monroe, Scott <Monroe.Scott@epa.gov>  
**Subject:** RE: NCR Security Preparations - Staff Concerns

I plan to reach out to all of them this morning Jon, but thanks for offering.

---

**From:** Edwards, Jonathan <Edwards.Jonathan@epa.gov>  
**Sent:** Wednesday, January 13, 2021 10:45 AM  
**To:** Shaw, Betsy <Shaw.Betsy@epa.gov>; Monroe, Scott <Monroe.Scott@epa.gov>  
**Subject:** RE: NCR Security Preparations - Staff Concerns

Betsy—would you like me to give Sarah, Chris, Peter, John and Courtney a heads up about this notice? or do you prefer to handle notice from your level or OMS? Thanks --Jon

---

**From:** Shaw, Betsy <Shaw.Betsy@epa.gov>  
**Sent:** Wednesday, January 13, 2021 9:16 AM  
**To:** Edwards, Jonathan <Edwards.Jonathan@epa.gov>; Monroe, Scott <Monroe.Scott@epa.gov>  
**Cc:** Rowson, David <Rowson.David@epa.gov>; Cherepy, Andrea <Cherepy.Andrea@epa.gov>; Smith, Alisa <Smith.Alisa@epa.gov>; Bullard, Pamela <Bullard.Pamela@epa.gov>  
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**Cc:** Cherepy, Andrea <[Cherepy.Andrea@epa.gov](mailto:Cherepy.Andrea@epa.gov)>; Smith, Alisa <[Smith.Alisa@epa.gov](mailto:Smith.Alisa@epa.gov)>  
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**Importance:** High

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David Rowson, Director  
Indoor Environments Division  
US Environmental Protection Agency  
202-343-9449

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Staff are encouraged to monitor local media and social media for up-to-date information, including:

DC                                      Police                                      Traffic                                      (@DCPoliceTraffic)  
DC                                      Police                                      Department                                      (@DCPoliceDept)  
DC                                      Mayor's                                      Office                                      (@DCMayorsOffice;                                      @MayorBowser)  
DC City Government will be sending text alerts on public safety, street closures, weather alerts,  
transit                                      updates,                                      and                                      more.

Given the fluidity of preparations and the ongoing threats, USAID Command Center will continue  
to                      inform                      staff                      as                      additional                      information                      is                      released.

Please contact the USAID Command Center at 202-712-1234x7 with any questions.

For more info, [click here](#).

Published on: 01/12/2021 15:25:40 (UTC-05:00) Eastern Time (US & Canada) By: White, Jonathan  
(SEC/OD).

Sent by: US Agency for International Development. To change your profile, add/delete contact  
numbers or email addresses, [click here](#).

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Message

---

**From:** Edwards, Jonathan [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=3715BC4DFC3E4D6CAF3AF1BF2FC5CA77-JEDWAR02]  
**Sent:** 1/13/2021 4:13:28 PM  
**To:** Veal, Lee [Veal.Lee@epa.gov]  
**Subject:** RE: NCR Security Preparations During the Transition and Inaugural Periods

I will call you asap. --Jon

---

**From:** Veal, Lee <Veal.Lee@epa.gov>  
**Sent:** Wednesday, January 13, 2021 10:53 AM  
**To:** Edwards, Jonathan <Edwards.Jonathan@epa.gov>  
**Subject:** RE: NCR Security Preparations During the Transition and Inaugural Periods

Jon,

I have a security concern that I need to tell you about. Could we talk for about 10 minutes?

Lee

Lee Ann B. Veal (*she/her/hers*)  
Director, Radiation Protection Division  
Office of Radiation and Indoor Air  
Office: 202-343-9448; Cell: 202-617-4322  
[www.epa.gov/radiation](http://www.epa.gov/radiation)

---

**From:** Edwards, Jonathan <[Edwards.Jonathan@epa.gov](mailto:Edwards.Jonathan@epa.gov)>  
**Sent:** Wednesday, January 13, 2021 10:20 AM  
**To:** OAR-ORIA-DC-EVERYONE <[OARORIADCEVERYONE@epa.gov](mailto:OARORIADCEVERYONE@epa.gov)>  
**Cc:** Shaw, Betsy <[Shaw.Betsy@epa.gov](mailto:Shaw.Betsy@epa.gov)>; Monroe, Scott <[Monroe.Scott@epa.gov](mailto:Monroe.Scott@epa.gov)>  
**Subject:** NCR Security Preparations During the Transition and Inaugural Periods

Dear ORIA HQ-DC colleagues---

I was made aware of the following National Capital Region security preparations note issued by the US AID, one of our sister agencies in the Federal Triangle complex. I urge you to read the note and to heed its advice to avoid the downtown area during this period and to maximize teleworking. Keep in mind that addition guidance from EPA may be forthcoming.

Please take care and be safe. --Jon

----- Forwarded message -----

From: **USAID ENS Alert** <[Alert-477758-120857203@secure02.athocalerts.com](mailto:Alert-477758-120857203@secure02.athocalerts.com)>  
Date: Tue, Jan 12, 2021 at 3:26 PM  
Subject: NCR Security Preparations

# NCR Security Preparations

Severity: **Informational**    Type: **Safety**

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Sent by: US Agency for International Development. To change your profile, add/delete contact  
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Message

**From:** Edwards, Jonathan [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=3715BC4DFC3E4D6CAF3AF1BF2FC5CA77-JEDWAR02]  
**Sent:** 1/28/2021 8:52:06 PM  
**To:** Rowson, David [Rowson.David@epa.gov]; White, Sharon [White.Sharon@epa.gov]  
**Subject:** RE: Information on yesterday's Executive Orders and the latest political appointees to join EPA

It is fantastic to see that they are bringing on some real talent with excellent judgement and affiliations.

---

**From:** Rowson, David <Rowson.David@epa.gov>  
**Sent:** Thursday, January 28, 2021 3:34 PM  
**To:** Edwards, Jonathan <Edwards.Jonathan@epa.gov>; White, Sharon <White.Sharon@epa.gov>  
**Subject:** FW: Information on yesterday's Executive Orders and the latest political appointees to join EPA

Jon and Sharon,

After reading about the new members of the incoming EPA leadership team who onboarded this week, I think it would be wise that

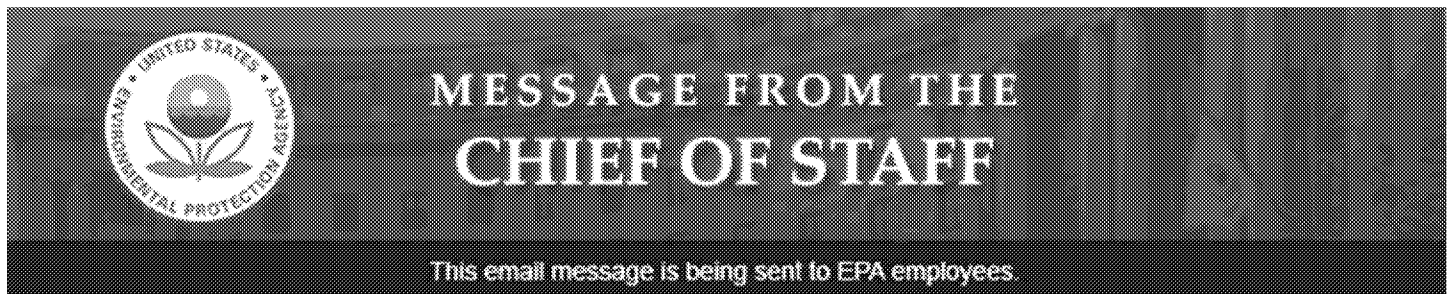
### Ex. 5 Deliberative Process (DP)

#### Ex. 5 Deliberative Process (DP)

Dave

---

**From:** Message from the Chief of Staff <messagefromthechiefofstaff@epa.gov>  
**Sent:** Thursday, January 28, 2021 3:17 PM  
**To:** Message from the Chief of Staff <messagefromthechiefofstaff@epa.gov>  
**Subject:** Information on yesterday's Executive Orders and the latest political appointees to join EPA



Dear Colleagues,

Yesterday, President Biden took executive action to tackle the climate crisis at home and abroad while creating good-paying union jobs and equitable clean energy future, building modern and sustainable infrastructure, restoring scientific integrity and evidence-based policymaking across the federal government, and re-establishing the President's Council of Advisors on Science and Technology.

Yesterday's Executive Order on Tackling the Climate Crisis at Home and Abroad takes bold steps to combat the climate crisis and directs the Biden-Harris Administration to:

- Center the Climate Crisis in U.S. Foreign Policy and National Security Considerations
- Take a Whole-of-Government Approach to the Climate Crisis
- Secure Environmental Justice and Spur Economic Opportunity
- Leverage the Federal Government's Footprint and Buying Power to Lead by Example
- Rebuild Our Infrastructure for a Sustainable Economy
- Advance Conservation, Agriculture, and Reforestation

- Revitalize Energy Communities

The new order formalizes President Biden's commitment to make environmental justice a part of the mission of every agency by directing federal agencies to develop programs, policies, and activities to address the disproportionate health, environmental, economic, and climate impacts on disadvantaged communities.

President Biden also signed an important Presidential Memorandum on Restoring Trust in Government Through Scientific Integrity and Evidence-Based Policymaking to send a clear message that the Biden-Harris Administration will protect scientists from political interference and ensure they can think, research and speak freely to provide valuable information and insights to the American people. The memorandum directs agencies to "make evidence-based decisions guided by the best available science and data."

Through another new Executive Order also signed yesterday, President Biden also established the President's Council of Advisors on Science and Technology. Leaders from across the Biden-Harris Administration, including the President and his senior advisors, will seek input, advice and the best-available science, data, and scientific and technological information from scientists, engineers and other experts in these areas.

These actions are at the heart of the work we do at the EPA. Our work in every program office and region will be grounded and guided by science as we work together to achieve these goals and to protect public health and the environment on behalf of all Americans.

I continue to be impressed by the team of dedicated professionals who we have had the privilege of getting to know over the past week.

As we continue to build out our leadership team and continue to work with all of you, I want to direct you to a new transition resource on the EPA intranet site. The site provides employees with transition-related information and introduces members of the new administration. We will be updating the site on an as-needed basis to share all relevant transition related information with you.

Finally, I want to take this opportunity to introduce additional members of our leadership team who have joined the agency this week. A list of these new personnel is provided at the end of this email.

Thank you again for your support and patience as we work through this transition. We are truly honored to be working alongside you.

Sincerely,

Dan Utech  
Chief of Staff

**Members of the incoming EPA leadership team who onboarded this week:**

**Dorien Paul Blythers, Deputy Chief of Staff for Operations**

Dorien comes to EPA with over 10 years of experience in electoral and issue campaigns. Most recently he was the Political Director for End Citizens United & Let America Vote. He also served as a Regional Political Director for Kamala Harris For The People, maintaining national, state, and local relationships on behalf of the candidate. Dorien previously served as Public Engagement Program Manager for Climate Action Campaign, serving as chief relationship manager with external partners for African American, Faith, and Millennial constituencies. Dorien credits his commitment



to social and environmental justice to Howard University– where he studied political science and was elected Student Body President for the College of Arts & Sciences.

**Avi Garbow, Senior Counselor to the Administrator**

Avi Garbow is a nationally-recognized environmental leader, lawyer, and advocate with decades of experience tackling the most critical threats to our air, water, and lands. Honored by the National Law Journal as an Energy and Environmental Trailblazer, Avi has most recently been serving as Patagonia’s Environmental Advocate. Avi served as General Counsel at EPA from 2013-2017 – the longest to hold that position – and prior to that served as the Agency’s Deputy General Counsel. Avi also helped lead the environmental practice of a major international law firm, was a distinguished federal environmental crimes prosecutor in the U.S. Department of Justice, and began his environmental law career nearly three decades ago in EPA’s enforcement office. Avi received the Robert F. Kennedy Award for Public Service from the University of Virginia School of Law, obtained a master’s degree in marine affairs, and has served on the Boards of non-profits and the Organic Trade Association.

**Kathleen Lance, Director of Scheduling and Advance, Office of the Administrator**

Kathleen Lance joins the EPA from the North Carolina Department of Environmental Quality where she served as special assistant to Secretary Michael Regan. In that role, she managed executive level support for the department leadership, playing a central role in the operations of a \$2 billion, 1,600-person department. She has held multiple roles within the department and previously worked for the Arc of Hunterdon County, a non-profit organization. She is a graduate of Elon University where she studied political science.

**Fernando Mercado-Violand, Deputy White House Liaison**

Fernando graduated from the University of Virginia in 2014 with degrees in history and government. He began his career as an organizer for Senator Mark Warner’s first re-election campaign, then served as a community organizer in Northern Virginia with the Legal Aid Justice Center working on health care and immigration issues. In 2016, he worked for Hilary Clinton’s campaign in Iowa, Texas and Virginia. In 2017, he was the political director for Virginia Attorney General Mark Herring’s campaign. In 2018, he took the role of policy coordinator for the Virginia House Democratic Caucus and later went on to serve as the first Director of Latino Outreach for Governor Ralph Northam. Most recently, he was the Deputy State and Political Director for the Biden-Harris campaign in Virginia. Fernando was born in Bolivia, immigrated to the U.S. with his family when he was 5 years old, and is a die-hard UVA basketball fan.

## Appointment

---

**From:** Carpenter, Wesley [Carpenter.Wesley@epa.gov]  
**Sent:** 11/24/2020 10:24:36 PM  
**To:** Carpenter, Wesley [Carpenter.Wesley@epa.gov]; Dunham, Sarah [Dunham.Sarah@epa.gov]; Shaw, Betsy [Shaw.Betsy@epa.gov]; Leadership\_Deputy\_Assistant\_Administrators [Leadership\_Deputy\_Assistant\_Administrators@epa.gov]; Leadership\_Deputy\_Regional\_Administrators [Leadership\_Deputy\_Regional\_Administrators@epa.gov]  
**CC:** Nishida, Jane [Nishida.Jane@epa.gov]; Thomas, Deb [thomas.debrah@epa.gov]; Idsal, Anne [idsal.anne@epa.gov]; Wooden-Aguilar, Helena [Wooden-Aguilar.Helena@epa.gov]; Esher, Diana [Esher.Diana@epa.gov]; Karen McIntosh (McIntosh.Karen@epa.gov) [McIntosh.Karen@epa.gov]; Fotouhi, David [fotouhi.david@epa.gov]; Richardson, RobinH [Richardson.RobinH@epa.gov]; Stanich, Ted [Stanich.Ted@epa.gov]; Robbins, Chris [Robbins.Chris@epa.gov]; Pirzadeh, Michelle [Pirzadeh.Michelle@epa.gov]; Dunlap, David [dunlap.david@epa.gov]; Newton, Cheryl [Newton.Cheryl@epa.gov]; Moor, Karl [Moor.Karl@epa.gov]; Kudarauskas, Paul [Kudarauskas.Paul@epa.gov]; Voyles, Travis [Voyles.Travis@epa.gov]; Noga, Vaughn [Noga.Vaughn@EPA.GOV]; Packard, Elise [Packard.Elise@epa.gov]; Jordan, Deborah [Jordan.Deborah@epa.gov]; Chu, Ed [Chu.Ed@epa.gov]; Mugdan, Walter [Mugdan.Walter@epa.gov]; Grantham, Nancy [Grantham.Nancy@epa.gov]; Forsgren, Lee [Forsgren.Lee@epa.gov]; Hitchens, Lynnann [hitchens.lynnann@epa.gov]; Cook, Steven [cook.steven@epa.gov]  
**Subject:** Update on Presidential Transition Activities  
**Location:** Virtual  
**Start:** 11/25/2020 7:30:00 PM  
**End:** 11/25/2020 8:00:00 PM  
**Show Time As:** Busy

Sarah:

Good morning. Please feel free to participate in the subject meeting later today.

Wes

-----Original Appointment-----

**From:** Carpenter, Wesley  
**Sent:** Tuesday, November 24, 2020 5:24 PM  
**To:** Carpenter, Wesley; Leadership\_Deputy\_Assistant\_Administrators; Leadership\_Deputy\_Regional\_Administrators  
**Cc:** Nishida, Jane; Thomas, Deb; Idsal, Anne; Wooden-Aguilar, Helena; Esher, Diana; Karen McIntosh (McIntosh.Karen@epa.gov); Fotouhi, David; Richardson, RobinH; Stanich, Ted; Robbins, Chris; Pirzadeh, Michelle; Dunlap, David; Newton, Cheryl; Moor, Karl; Kudarauskas, Paul; Voyles, Travis; Noga, Vaughn; Shaw, Betsy; Packard, Elise; Jordan, Deborah; Chu, Ed; Mugdan, Walter; Grantham, Nancy; Forsgren, Lee; Hitchens, Lynnann; Cook, Steven  
**Subject:** Update on Presidential Transition Activities  
**When:** Wednesday, November 25, 2020 2:30 PM-3:00 PM (UTC-05:00) Eastern Time (US & Canada).  
**Where:** Virtual

DAAs/DRAs:

Good afternoon. As you know, the GSA Administrator provided ascertainment last night stating that Joseph R. Biden and Senator Kamala Harris are the successful candidates for the offices of the President and Vice President. The Biden EPA Agency Transition Team Leader reached out to me last night and we spoke earlier today. I want to provide you an update on next steps and the timeline. Doug Benevento is planning on updating the AAs and RAs on the transition tomorrow morning. In the interim, please let me know if you have any questions. Thanks, and have a nice evening.

## Microsoft Teams meeting

### Join on your computer or mobile app

[Click here to join the meeting](#)

### Or call in (audio only)

**Ex. 6 Personal Privacy (PP)** United States, Washington DC

Phone Conference ID: **Ex. 6 Personal Privacy (PP)**

[Find a local number](#) | [Reset PIN](#)

By participating in EPA hosted virtual meetings and events, you are consenting to abide by the agency's terms of use. In addition, you acknowledge that content you post may be collected and used in support of FOIA and eDiscovery activities.

[Learn More](#) | [Meeting options](#)

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Message

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**From:** Shaw, Betsy [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=31CA1476A7674825A131CB2C0D6C88C8-BSHAW03]  
**Sent:** 1/5/2021 5:49:33 PM  
**To:** Previ, Caroline [Previ.Caroline@epa.gov]  
**Subject:** RE: Location

Excellent! Talk to you soon.

---

**From:** Previ, Caroline <Previ.Caroline@epa.gov>  
**Sent:** Tuesday, January 5, 2021 12:42 PM  
**To:** Shaw, Betsy <Shaw.Betsy@epa.gov>  
**Subject:** RE: Location

I'm glad to hear you are **Ex. 6 Personal Privacy (PP)** (you too!). Great idea to get together via Teams. I'll set up a call for Friday.

Look forward to "seeing" you.

---

**From:** Shaw, Betsy <Shaw.Betsy@epa.gov>  
**Sent:** Tuesday, January 05, 2021 12:30 PM  
**To:** Previ, Caroline <Previ.Caroline@epa.gov>  
**Subject:** RE: Location

Hi Caroline!

Happy New Year! Yes, I'm still in Minnesota **Ex. 6 Personal Privacy (PP)**, but that's subject to change depending on the expectations of the new Administration and state of the pandemic. I would

**Ex. 6 Personal Privacy (PP)**

I'd love to get together when I'm back in town, but why don't we set up a TEAMS meeting in the meantime. Are you working this Friday? If so, just send me a TEAMS invitation for a general at a time that works for you. (Only time's I'm booked that day are from 9:30- 10:00 a.m. and 1 – 2 EST.)

Looking forward to catching up!

Betsy

---

**From:** Previ, Caroline <Previ.Caroline@epa.gov>  
**Sent:** Tuesday, January 5, 2021 12:26 PM  
**To:** Shaw, Betsy <Shaw.Betsy@epa.gov>  
**Subject:** Location

Happy New Year. Here's hoping that 2021 will be better. At least we will be Trump-less.

Are you still in MN **Ex. 6 Personal Privacy (PP)**

Maybe we can get together for a coffee this spring. I think we are going to be in this state for a long time.

Miss you  
Caroline

---

Caroline Previ  
OECA/OSRE  
(202)564-7777

Message

---

**From:** Shaw, Betsy [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=31CA1476A7674825A131CB2C0D6C88C8-BSHAW03]  
**Sent:** 1/13/2021 2:30:41 PM  
**To:** Monroe, Scott [Monroe.Scott@epa.gov]  
**Subject:** RE: NCR Security Preparations - Staff Concerns

I need to download some advice from Kelly to the deputies yesterday. Will try to catch up with you this morning.

---

**From:** Monroe, Scott <Monroe.Scott@epa.gov>  
**Sent:** Wednesday, January 13, 2021 9:25 AM  
**To:** Shaw, Betsy <Shaw.Betsy@epa.gov>  
**Subject:** RE: NCR Security Preparations - Staff Concerns

FYI, I wrote to Kelly Glazier last night, so far without response.  
Scott

---

**From:** Shaw, Betsy <Shaw.Betsy@epa.gov>  
**Sent:** Wednesday, January 13, 2021 9:16 AM  
**To:** Edwards, Jonathan <Edwards.Jonathan@epa.gov>; Monroe, Scott <Monroe.Scott@epa.gov>  
**Cc:** Rowson, David <Rowson.David@epa.gov>; Cherepy, Andrea <Cherepy.Andrea@epa.gov>; Smith, Alisa <Smith.Alisa@epa.gov>; Bullard, Pamela <Bullard.Pamela@epa.gov>  
**Subject:** RE: NCR Security Preparations - Staff Concerns

Hi Jon,

Thanks for sharing. There's a fair bit of discussion happening but no clarity yet about what communications will be issued here at EPA regarding security for next week but I would not wait for that and go ahead and encourage all of your staff to work remotely and not plan to come into the building next week.

Thanks,

Betsy

---

**From:** Edwards, Jonathan <Edwards.Jonathan@epa.gov>  
**Sent:** Tuesday, January 12, 2021 6:34 PM  
**To:** Shaw, Betsy <Shaw.Betsy@epa.gov>; Monroe, Scott <Monroe.Scott@epa.gov>  
**Cc:** Rowson, David <Rowson.David@epa.gov>; Cherepy, Andrea <Cherepy.Andrea@epa.gov>; Smith, Alisa <Smith.Alisa@epa.gov>; Bullard, Pamela <Bullard.Pamela@epa.gov>  
**Subject:** FW: NCR Security Preparations - Staff Concerns  
**Importance:** High

Betsy and Scott---FYI---please see below. Not sure if EPA Security already has this info but you may want to forward this to OMS EPA Security since OMS may want to consider a similar advisory to EPA HQ employees? --Jon

---

**From:** Rowson, David <Rowson.David@epa.gov>  
**Sent:** Tuesday, January 12, 2021 4:05 PM  
**To:** Edwards, Jonathan <Edwards.Jonathan@epa.gov>  
**Cc:** Cherepy, Andrea <Cherepy.Andrea@epa.gov>; Smith, Alisa <Smith.Alisa@epa.gov>

**Subject:** FW: NCR Security Preparations - Staff Concerns

**Importance:** High

Jon and Andrea,

See email below forwarded by Nate regarding an all-hands email sent today to employees at USAID (where Nate's wife works) alerting them to safety threats beginning today in the National Capitol Region. Any informal word about an all-hands communication to EPA employees that might be in the works? If not, is this something you could raise to the OAR IO?

Dave

David Rowson, Director  
Indoor Environments Division  
US Environmental Protection Agency  
202-343-9449

----- Forwarded message -----

From: **USAID ENS Alert** <[Alert-477758-120857203@secure02.athocalerts.com](mailto:Alert-477758-120857203@secure02.athocalerts.com)>

Date: Tue, Jan 12, 2021 at 3:26 PM

Subject: NCR Security Preparations

## NCR Security Preparations

Severity: **Informational** Type: **Safety**

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Staff should take preparedness measures prior to next week, including shopping for groceries, filling critical prescriptions, and taking care of any personal appointments or tasks that would allow you to stay home next week.

Staff should avoid heavily populated areas next week, including major transportation hubs and areas that may be "hot spots" for demonstrations or protests.

Staff are encouraged to monitor local media and social media for up-to-date information, including:  
DC Police Traffic (@DCPoliceTraffic)  
DC Police Department (@DCPoliceDept)  
DC Mayor's Office (@DCMayorsOffice; @MayorBowser)  
DC City Government will be sending text alerts on public safety, street closures, weather alerts, transit updates, and more.

Given the fluidity of preparations and the ongoing threats, USAID Command Center will continue to inform staff as additional information is released.

Please contact the USAID Command Center at 202-712-1234x7 with any questions.

For more info, [click here](#).

Published on: 01/12/2021 15:25:40 (UTC-05:00) Eastern Time (US & Canada) By: White, Jonathan (SEC/OD).

Sent by: US Agency for International Development. To change your profile, add/delete contact numbers or email addresses, [click here](#).



Message

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**From:** Shaw, Betsy [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=31CA1476A7674825A131CB2C0D6C88C8-BSHAW03]  
**Sent:** 1/13/2021 5:24:30 PM  
**To:** Henning, Julie [henning.julie@epa.gov]; Dunham, Sarah [Dunham.Sarah@epa.gov]; Hengst, Benjamin [Hengst.Benjamin@epa.gov]  
**CC:** Monroe, Scott [Monroe.Scott@epa.gov]  
**Subject:** RE: Next week

Great. Thanks so much Julie!

Betsy

---

**From:** Henning, Julie <henning.julie@epa.gov>  
**Sent:** Wednesday, January 13, 2021 11:45 AM  
**To:** Shaw, Betsy <Shaw.Betsy@epa.gov>; Dunham, Sarah <Dunham.Sarah@epa.gov>; Hengst, Benjamin <Hengst.Benjamin@epa.gov>  
**Cc:** Monroe, Scott <Monroe.Scott@epa.gov>  
**Subject:** RE: Next week

Hi Betsy,

Ruth is planning to attend a meeting today with Kelly at noon – here is the document that was circulated in prep for that meeting. Ruth thinks Kelly is likely having multiple meetings for different audiences.

Thanks  
Julie

---

**From:** Shaw, Betsy <Shaw.Betsy@epa.gov>  
**Sent:** Wednesday, January 13, 2021 11:32 AM  
**To:** Dunham, Sarah <Dunham.Sarah@epa.gov>; Hengst, Benjamin <Hengst.Benjamin@epa.gov>; Henning, Julie <henning.julie@epa.gov>  
**Cc:** Monroe, Scott <Monroe.Scott@epa.gov>  
**Subject:** RE: Next week

I'm not surprised about the USAID notice making the rounds Sarah. I've sent it to Donna and Lynnann hoping to spur a similar communication from EPA, which would be preferable. We'll see what the day brings.

---

**From:** Dunham, Sarah <Dunham.Sarah@epa.gov>  
**Sent:** Wednesday, January 13, 2021 11:30 AM  
**To:** Shaw, Betsy <Shaw.Betsy@epa.gov>; Hengst, Benjamin <Hengst.Benjamin@epa.gov>; Henning, Julie <henning.julie@epa.gov>  
**Cc:** Monroe, Scott <Monroe.Scott@epa.gov>  
**Subject:** RE: Next week

Thanks Betsy. We will send a note around—I'll note that Jon forwarded the USAID note to all of his staff, and that note is now bouncing around through staff networks within OTAQ.

**From:** Shaw, Betsy <[Shaw.Betsy@epa.gov](mailto:Shaw.Betsy@epa.gov)>  
**Sent:** Wednesday, January 13, 2021 11:20 AM  
**To:** Dunham, Sarah <[Dunham.Sarah@epa.gov](mailto:Dunham.Sarah@epa.gov)>; Hengst, Benjamin <[Hengst.Benjamin@epa.gov](mailto:Hengst.Benjamin@epa.gov)>; Henning, Julie <[henning.julie@epa.gov](mailto:henning.julie@epa.gov)>  
**Cc:** Monroe, Scott <[Monroe.Scott@epa.gov](mailto:Monroe.Scott@epa.gov)>  
**Subject:** Next week

Hi Sarah, Ben and Julie,

Given the security concerns next week, I recommend that you encourage all of your staff to work remotely Jan. 18 – 22nd and not come into our buildings. While the greatest threats seem to be focused on DC, all Federal facilities are at some degree of risk, so you may want to extend that message to NVFEL staff as well. I expect we'll see some kind of formal communication from OMS on this but I would recommend you send the message through your managers now. I do not recommend circulating the notice below that USAID sent to their staff (and Jon Edwards passed on to me), but it will give you a sense of the extent of the concerns. Sobering. I'll keep you posted on what more I hear.

Julie, I'm wondering if you or Ruth were part of a call with Kelly Glazier on this topic yesterday. Let me know if that's the case and whether Kelly handed out a best practices document I've heard tell of. If so, please share. If not, I'll try to track it down and share with you.

Thanks,

Betsy

----- Forwarded message -----

**From:** **USAID ENS Alert** <[Alert-477758-120857203@secure02.athocalerts.com](mailto:Alert-477758-120857203@secure02.athocalerts.com)>  
**Date:** Tue, Jan 12, 2021 at 3:26 PM  
**Subject:** NCR Security Preparations

## NCR Security Preparations

Severity: **Informational**    Type: **Safety**

There are reports of credible threats against federal and state governments for the weekend of January 16th. USAID staff should maximize telework and reschedule all events that require traveling to downtown Washington, DC from January 12 - 25, 2021.

The FBI warns that armed demonstrations are expected in all 50 state capitals, including Washington, DC, during the weekend of January 16th. It also warns there are credible reports of an armed group intending to travel to Washington, DC that weekend. One group reportedly called for the storming of state and federal buildings if President Trump is removed from office prior to the Inauguration. There are also reports that far-right groups are calling for the targeting of public infrastructure.

At least 16 demonstrations are being planned for DC beginning on Saturday, January 16th. The

Mayor of DC has called on the federal government to deny permit applications for demonstrations on federal property in advance of the Inauguration.

The White House has declared a state of emergency in Washington, DC from January 11 - 24, 2021. Among other things, this authorizes FEMA to identify, mobilize, and provide equipment and resources necessary to alleviate the impacts of the emergency. The Department of Homeland Security declared a National Security Special Event for the Inauguration from January 13 - 24.

The Department of Defense deployed 6,200 National Guards to DC following the events of January 6th for no less than 30 days. This number is expected to increase to 10,000 Guardsmen by the weekend and up to 15,000 Guardsmen by the Inauguration. The National Guard members will be armed.

The Mayor of DC has declared a state of emergency from January 6 - 21, which grants authority to implement measures necessary to protect people and property in DC, including issuing a curfew, reducing or altering the hours of businesses and requesting assistance from the federal government. The Mayor of DC and Governors of Virginia and Maryland issued a joint statement on January 11th calling on area residents and all Americans to stay home and watch the Inauguration virtually.

Staff should expect an enhanced security cordon around the National Mall extending into downtown DC, and widespread street closures. The exact locations of the security cordon or street closures have not yet been announced.

There will be an enhanced security presence throughout the downtown area, to include armed National Guardsmen, Secret Service, FBI, and Metropolitan Police.

The Mayor of DC and Governors of VA and MD may impose curfew restrictions with little notice.

There may be unexpected cell phone outages in the event of an incident, and emergency response services may be slow to respond if they are dealing with multiple incidents.

Staff should plan to avoid downtown Washington, DC, and maximize telework starting tomorrow, January 13th, until January 25th.

Staff should take preparedness measures prior to next week, including shopping for groceries, filling critical prescriptions, and taking care of any personal appointments or tasks that would allow you to stay home next week.

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Staff are encouraged to monitor local media and social media for up-to-date information, including:  
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DC Police Department (@DCPoliceDept)  
DC Mayor's Office (@DCMayorsOffice; @MayorBowser)  
DC City Government will be sending text alerts on public safety, street closures, weather alerts, transit updates, and more.

Given the fluidity of preparations and the ongoing threats, USAID Command Center will continue to inform staff as additional information is released.

Please contact the USAID Command Center at 202-712-1234x7 with any questions.

For more info, [click here](#).

Published on: 01/12/2021 15:25:40 (UTC-05:00) Eastern Time (US & Canada) By: White, Jonathan (SEC/OD).

Sent by: US Agency for International Development. To change your profile, add/delete contact numbers or email addresses, [click here](#).

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Message

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**From:** Shaw, Betsy [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=31CA1476A7674825A131CB2C0D6C88C8-BSHAW03]  
**Sent:** 1/12/2021 7:30:35 PM  
**To:** Monroe, Scott [Monroe.Scott@epa.gov]  
**Subject:** FW: MORE! Guidance for Employee Checkout  
**Attachments:** ATP Scan In Progress

Hi Scott,

For what it's worth, Donna mentioned on today's call that OMS is planning to handle the documentation for certain items on the check out list centrally. For example, Kimberly Patrick will send Donna a note about whether any departing staff have outstanding purchase card issues. For those who do not, we will be able to use the email from Kimberly as the documentation in the file that accompanies the checkout list. She mentioned library and pay as the other issues OMS is addressing centrally. Donna shared this information primarily for the Regions, but said NPMs can take advantage as well if we haven't done our own thing already.

Also, she said OMS is dropping off postage paid boxes for political staff to send in their lap tops, monitors, phones, iPads, badges and keys to spare them coming to the building next week given the heightened security around inauguration. You may want to see if the folks you were coming in to meet want to avail themselves of that option to save you a trip.

Thanks,

Betsy

---

**From:** Monroe, Scott <Monroe.Scott@epa.gov>  
**Sent:** Tuesday, January 12, 2021 2:24 PM  
**To:** Idsal, Anne <idsal.anne@epa.gov>; Moor, Karl <Moor.Karl@epa.gov>; Harlow, David <harlow.david@epa.gov>; Raymond, Kelley <Raymond.Kelley@epa.gov>; Cory, Preston <Cory.Preston@epa.gov>; Landeene, Sarah <Landeene.Sarah@epa.gov>; Tardif, Abigale (Abbie) <Tardif.Abigale@epa.gov>  
**Cc:** Shaw, Betsy <Shaw.Betsy@epa.gov>; Hyde, Courtney <Hyde.Courtney@epa.gov>; Campbell, Ann <Campbell.Ann@epa.gov>; Monroe, Scott <Monroe.Scott@epa.gov>; Kutzke, Julie <Kutzke.Julie@epa.gov>; Biggs, Robert <biggs.robert@epa.gov>  
**Subject:** MORE! Guidance for Employee Checkout

Hello again,

If you have not already set up and given us access to your OneDrive (Anne, Karl, and Kelley, I think) to collect checkout certification emails, please do so now. Contact me if you need assistance.

If you plan to check out on January 19, there's still a possibility of some kind of coordinated checkout led by OMS, but I recommend that you send & collect the emails as I previously described. I will be in touch again soon about what to do with OAR-purchased iPhones and iPads.

If your official separation date will be January 20 and you don't plan to work that morning, you will enter the code INAUG for the portion up to noon and LVWOP (leave without pay) for the remainder of the 20<sup>th</sup> thru the 22<sup>nd</sup>.

Thanks,  
Scott  
564-1271

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**From:** Monroe, Scott <Monroe.Scott@epa.gov>

**Sent:** Wednesday, January 6, 2021 10:52 AM

**To:** Idsal, Anne <idsal.anne@epa.gov>; Moor, Karl <Moor.Karl@epa.gov>; Harlow, David <harlow.david@epa.gov>; Raymond, Kelley <Raymond.Kelley@epa.gov>; Cory, Preston <Cory.Preston@epa.gov>; Landeene, Sarah <Landeene.Sarah@epa.gov>; Tardif, Abigale (Abbie) <Tardif.Abigale@epa.gov>

**Cc:** Shaw, Betsy <Shaw.Betsy@epa.gov>; Hyde, Courtney <Hyde.Courtney@epa.gov>; Campbell, Ann <Campbell.Ann@epa.gov>; Monroe, Scott <Monroe.Scott@epa.gov>; Kutzke, Julie <Kutzke.Julie@epa.gov>; Biggs, Robert <biggs.robert@epa.gov>

**Subject:** UPDATE: Guidance for Employee Checkout

Hello,

As a follow-up to my earlier note I would like to encourage you to begin the checkout process, if you have not already done so, by creating a OneDrive folder for your checkout certification emails and granting access to me, Julie Kutzke, and Robert Biggs.

It's my understanding, although this isn't definite yet, that OMS will coordinate in-person checkout in some manner on January 13 and 19. I hope to have more information soon.

Please tell me your checkout date (that is, the date you will turn over your badge) as soon as possible. Whether you check out on the 13<sup>th</sup> or 19<sup>th</sup> or on another date, Courtney Hyde or I will need to arrange to collect your OAR equipment at a minimum. Also, OAR needs at least two days advance notice to file an e-Business request for your computer and docking station.

Thank you for your assistance. Contact me if you have questions.

Scott Monroe

Program Management Official

Office of Air and Radiation (6101A)

WJC North Room 5435A

Tel: (202) 564-1271

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**From:** Monroe, Scott <Monroe.Scott@epa.gov>

**Sent:** Tuesday, December 22, 2020 4:07 PM

**To:** Idsal, Anne <idsal.anne@epa.gov>; Moor, Karl <Moor.Karl@epa.gov>; Harlow, David <harlow.david@epa.gov>; Raymond, Kelley <Raymond.Kelley@epa.gov>; Cory, Preston <Cory.Preston@epa.gov>; Landeene, Sarah <Landeene.Sarah@epa.gov>; Tardif, Abigale (Abbie) <Tardif.Abigale@epa.gov>

**Cc:** Shaw, Betsy <Shaw.Betsy@epa.gov>; Hyde, Courtney <Hyde.Courtney@epa.gov>; Campbell, Ann <Campbell.Ann@epa.gov>; Monroe, Scott <Monroe.Scott@epa.gov>; Kutzke, Julie <Kutzke.Julie@epa.gov>; Biggs, Robert <biggs.robert@epa.gov>

**Subject:** Guidance for Employee Checkout

Hello,

This message is to provide you with separation guidance that adds to guidance provided by OMS (see attached presentation). Please be sure to read the OMS presentation, because it includes helpful information as well as instructions. Some of you may have attended a session today where OMS staff described the separation process.

1) You must complete three documents before departing (all are attached):

- You must complete and sign the separation checklist 3110-2 before you depart. OMS will not process your separation and final paycheck without this form. I'd recommend you start to collect your email clearances at least a week prior to your expected end date so your last paycheck won't be delayed. You must obtain all of the return emails described in form 3110-2 and save them to OneDrive. When you create the OneDrive folder, please grant access to Scott Monroe, Julie Kutzke, and Robert Biggs. Even if you are not able to complete the form in full, you must sign it and email it to Scott Monroe and Julie Kutzke before you separate. We will obtain supervisor signature and forward to the White House Liaison. If you need assistance with this form, contact Julie Kutzke at [kutzke.julie@epa.gov](mailto:kutzke.julie@epa.gov) or (202) 564-2989.
- In order to complete the separation checklist, you must complete and sign the records management checklist 3110-49 and email it to Shawn Stingel, our Records Liaison Officer. If you have questions about records in your possession, please contact Shawn at [stingel.shawn@epa.gov](mailto:stingel.shawn@epa.gov) or (202) 564-1503.
- You must sign in Box 2 on page 3 of the mobile devices form where indicated for returning devices, then email the form to Shawn Stingel.

2) Please email Scott Monroe, Julie Kutzke, and Robert Biggs to notify them of your separation date. Complete and attest your final time card in PeoplePlus. If you need assistance with PeoplePlus, contact Robert Biggs at [biggs.robert@epa.gov](mailto:biggs.robert@epa.gov).

3) You must return all federal property: laptop, mobile phone, iPad (if applicable), ID badge, and door keys. The OMS presentation has instructions for return by mail. If returning federal property in person, please contact Courtney Hyde directly to arrange drop-off with her: [hyde.courtney@epa.gov](mailto:hyde.courtney@epa.gov) or (202) 564-1227. You may cut up a government credit card, if you have one, at any time; you don't need to return it.

Thank you for your attention.

Scott Monroe  
Program Management Official  
Office of Air and Radiation (6101A)  
WJC North Room 5435A  
Tel: (202) 564-1271

Message

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**From:** Shaw, Betsy [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=31CA1476A7674825A131CB2C0D6C88C8-BSHAW03]  
**Sent:** 10/1/2020 6:26:49 PM  
**To:** Idsal, Anne [idsal.anne@epa.gov]  
**Subject:** RE: Update on Presidential Transition Requirements - Next Steps on Briefing Materials

Will do!

---

**From:** Idsal, Anne <idsal.anne@epa.gov>  
**Sent:** Thursday, October 1, 2020 2:24 PM  
**To:** Shaw, Betsy <Shaw.Betsy@epa.gov>  
**Subject:** RE: Update on Presidential Transition Requirements - Next Steps on Briefing Materials

Yes, please. Shouldn't take long.

---

**From:** Shaw, Betsy <Shaw.Betsy@epa.gov>  
**Sent:** Thursday, October 1, 2020 10:59 AM  
**To:** Idsal, Anne <idsal.anne@epa.gov>  
**Subject:** RE: Update on Presidential Transition Requirements - Next Steps on Briefing Materials

Sure. We should loop in John Shoaff who is covering this for Ann this week. Want me to set up a quick phone chat for later today?

---

**From:** Idsal, Anne <idsal.anne@epa.gov>  
**Sent:** Thursday, October 1, 2020 10:11 AM  
**To:** Shaw, Betsy <Shaw.Betsy@epa.gov>  
**Subject:** RE: Update on Presidential Transition Requirements - Next Steps on Briefing Materials

Good morning,

Can we briefly chat on this list of topics before submission to Wes tomorrow?

Best,  
Anne

---

**From:** Campbell, Ann <Campbell.Ann@epa.gov>  
**Sent:** Tuesday, September 22, 2020 11:26 AM  
**To:** Idsal, Anne <idsal.anne@epa.gov>  
**Cc:** Shaw, Betsy <Shaw.Betsy@epa.gov>  
**Subject:** FW: Update on Presidential Transition Requirements - Next Steps on Briefing Materials

Anne, in light of the message below, I wanted to provide a quick update on where we are should you be asked any questions. Attached is the list of topics that we intend to develop briefing papers on. We've come to this list by limiting it to topics/actions where a milestone would occur within the Jan-March timeframe as noted by the asterisk. The cross means there is a legal deadline and I am checking with OGC to see how they will be handling these topics to avoid unnecessary overlap or redundancy. The topics with highlights are those that we are/were anticipating to arise as cross-agency briefing papers (and are directly relevant to the request below). Should these topics not rise to the level of cross0agency development, the program offices are recommending we develop these as OAR-focused papers.



This is pretty consistent with OAR's previous approach and should be an easy lift. I will be getting on today's ADD call just to update the regions on where we are at and am continuing to coordinate with Justin on our activity and get updates as air region specific topics are developed.

Please let me know if you have any questions.

Ann (Campbell) Ferrio  
Chief of Staff  
EPA/Office of Air and Radiation  
Office: 202 566 1370

---

**From:** Carpenter, Wesley <[Carpenter.Wesley@epa.gov](mailto:Carpenter.Wesley@epa.gov)>

**Sent:** Monday, September 21, 2020 3:29 PM

**To:** Leadership\_Deputy\_Assistant\_Administrators <[Leadership\\_Deputy\\_Assistant\\_Administrators@epa.gov](mailto:Leadership_Deputy_Assistant_Administrators@epa.gov)>;

Leadership\_Deputy\_Regional\_Administrators <[Leadership\\_Deputy\\_Regional\\_Administrators@epa.gov](mailto:Leadership_Deputy_Regional_Administrators@epa.gov)>

**Cc:** Benevento, Douglas <[benevento.douglas@epa.gov](mailto:benevento.douglas@epa.gov)>; Gunasekara, Mandy <[gunasekara.Mandy@epa.gov](mailto:gunasekara.Mandy@epa.gov)>; Darwin, Henry <[darwin.henry@epa.gov](mailto:darwin.henry@epa.gov)>; AO Staff Office Directors and AA's <[AO\\_Staff\\_Office\\_Directors\\_and\\_AAs@epa.gov](mailto:AO_Staff_Office_Directors_and_AAs@epa.gov)>; Regional Mission Support Division - Directors <[Regional\\_Mission\\_Support\\_Division\\_Directors@epa.gov](mailto:Regional_Mission_Support_Division_Directors@epa.gov)>; Regional Mission Support Division - Deputy Directors <[Regional\\_Mission\\_Support\\_Division\\_Deputy\\_Directors@epa.gov](mailto:Regional_Mission_Support_Division_Deputy_Directors@epa.gov)>; HQ-COS <[HQ-COS@epa.gov](mailto:HQ-COS@epa.gov)>; Leadership\_Regional\_Administrators <[Leadership\\_Regional\\_Administrators@epa.gov](mailto:Leadership_Regional_Administrators@epa.gov)>;

Leadership\_Assistant\_Administrators <[Leadership\\_Assistant\\_Administrators@epa.gov](mailto:Leadership_Assistant_Administrators@epa.gov)>;

Leadership\_Associate\_Administrators <[Leadership\\_Associate\\_Administrators@epa.gov](mailto:Leadership_Associate_Administrators@epa.gov)>; Regional\_Chiefs\_of\_Staff <[Regional\\_Chiefs\\_of\\_Staff@epa.gov](mailto:Regional_Chiefs_of_Staff@epa.gov)>; Presidential\_Transition\_Coordinators <[Presidential\\_Transition\\_Coordinators@epa.gov](mailto:Presidential_Transition_Coordinators@epa.gov)>;

Coxen, Carrie <[coxen.carrie@epa.gov](mailto:coxen.carrie@epa.gov)>; Cortes, Emilio <[Cortes.Emilio@epa.gov](mailto:Cortes.Emilio@epa.gov)>;

Poole, Laura <[Poole.Laura@epa.gov](mailto:Poole.Laura@epa.gov)>; Sullivan, Melissa <[sullivan.melissa@epa.gov](mailto:sullivan.melissa@epa.gov)>;

Atkinson, Emily <[Atkinson.Emily@epa.gov](mailto:Atkinson.Emily@epa.gov)>; Leadership\_Deputy\_Associate\_Administrators <[Leadership\\_Deputy\\_Associate\\_Administrators@epa.gov](mailto:Leadership_Deputy_Associate_Administrators@epa.gov)>

**Subject:** Update on Presidential Transition Requirements - Next Steps on Briefing Materials

DAAAs/DRAs:

Good afternoon. I trust everyone had a nice weekend enjoying the last days of summer. As the end of the fiscal year approaches, I am providing you with another update on the status of the agency's Presidential Transition activities. Since my last email, OMB and GSA distributed the attached executive memo (Memo M-20-33) on September 4, 2020, providing supplemental guidance on Presidential Transition preparations which reinforce requirements that all executive agencies and departments must complete prior to the upcoming election. The agency has already completed two of three requirements, including designating an agency transition director and completing and submitting its succession plan to OMB, OPM and GSA last week. The third and final requirement is to create or update briefing materials, which is well underway. The EPA's Presidential Transition Coordinators have started to work on these briefing materials focusing on internal organizational strategic topics. The next step in completing this final requirement is to create or update briefing materials on cross agency issues and hot topics, which will require collaboration amongst the NPMs, Regions and the AO. The internal agency deadline for completing these briefing materials is October 16 and the external OMB, OPM and GSA deadline is November 1.

Robin Richardson, Nancy Grantham, Deb Jordan and I have been assessing the cross agency issues and hot topics over the last week to provide the NPMs, Regions and the AO a baseline to determine which issues and topics need to be included in the briefing materials. Deb Jordan has been working with each region on their briefing materials to ensure consistency on common regional themes and independence on specific regional themes. Robin Richardson developed the attached Excel spreadsheet for the AO and NPMs on cross agency issues and hot topics leveraging data from the 2016 Presidential Transition SharePoint site as well as data from recent budget fact sheets. The spreadsheet has a separate workbook for each organization to use in determining which cross agency issues and hot topics warrant briefing papers. Robin Richardson, Nancy Grantham and I used the spreadsheet to identify the AO cross agency issues and hot topics, which are listed on the attached Microsoft Word document. Now I need the NPMs to go through the

same process as the AO to identify the cross agency issues and hot topics that warrant briefing papers and use the attached template to list them. I am requesting that you submit the list of the NPM cross agency issues and hot topics to me by COB Friday, October 2, 2020. At that time, the lead NPM will coordinate and collaborate with other NPMs, Regions and the AO to complete the briefing papers by COB Friday, October 16.

As always, I want to personally thank you and your coordinators for the assistance and support on the Presidential Transition activities thus far. I look forward to continuing to provide you updates periodically and complete the last requirement by the statutory mandated deadline. In the interim, please feel free to reach out to me if you have any questions or need further assistance. Thanks, and have a nice day.

Wes

Wesley J. Carpenter  
Acting Deputy Chief of Staff  
EPA's Office of the Administrator  
Tel. No.: 202-564-2019  
Cell Phone: 202-497-4392  
E-mail: [carpenter.wesley@epa.gov](mailto:carpenter.wesley@epa.gov)

---

**From:** Carpenter, Wesley .

**Sent:** Friday, August 21, 2020 3:02 PM

**To:** Leadership\_Deputy\_Assistant\_Administrators <[Leadership\\_Deputy\\_Assistant\\_Administrators@epa.gov](mailto:Leadership_Deputy_Assistant_Administrators@epa.gov)>;

Leadership\_Deputy\_Regional\_Administrators <[Leadership\\_Deputy\\_Regional\\_Administrators@epa.gov](mailto:Leadership_Deputy_Regional_Administrators@epa.gov)>

**Cc:** Benevento, Douglas <[benevento.douglas@epa.gov](mailto:benevento.douglas@epa.gov)>; Gunasekara, Mandy <[gunasekara.Mandy@epa.gov](mailto:gunasekara.Mandy@epa.gov)>; AO Staff Office Directors and AA's <[AO\\_Staff\\_Office\\_Directors\\_and\\_AAs@epa.gov](mailto:AO_Staff_Office_Directors_and_AAs@epa.gov)>; Regional Mission Support Division - Directors <[Regional\\_Mission\\_Support\\_Division\\_Directors@epa.gov](mailto:Regional_Mission_Support_Division_Directors@epa.gov)>; Regional Mission Support Division - Deputy Directors <[Regional\\_Mission\\_Support\\_Division\\_Deputy\\_Directors@epa.gov](mailto:Regional_Mission_Support_Division_Deputy_Directors@epa.gov)>; HQ-COS <[HQ-COS@epa.gov](mailto:HQ-COS@epa.gov)>; Poole, Laura <[Poole.Laura@epa.gov](mailto:Poole.Laura@epa.gov)>; Cortes, Emilio <[Cortes.Emilio@epa.gov](mailto:Cortes.Emilio@epa.gov)>; Sullivan, Melissa <[sullivan.melissa@epa.gov](mailto:sullivan.melissa@epa.gov)>; Atkinson, Emily <[Atkinson.Emily@epa.gov](mailto:Atkinson.Emily@epa.gov)>; Leadership\_Assistant\_Administrators <[Leadership\\_Assistant\\_Administrators@epa.gov](mailto:Leadership_Assistant_Administrators@epa.gov)>; Leadership\_Associate\_Administrators <[Leadership\\_Associate\\_Administrators@epa.gov](mailto:Leadership_Associate_Administrators@epa.gov)>; Leadership\_Regional\_Administrators <[Leadership\\_Regional\\_Administrators@epa.gov](mailto:Leadership_Regional_Administrators@epa.gov)>; Coxen, Carrie <[coxen.carrie@epa.gov](mailto:coxen.carrie@epa.gov)>; Darwin, Henry <[darwin.henry@epa.gov](mailto:darwin.henry@epa.gov)>; Regional\_Chiefs\_of\_Staff <[Regional\\_Chiefs\\_of\\_Staff@epa.gov](mailto:Regional_Chiefs_of_Staff@epa.gov)>

**Subject:** Presidential Transition Requirements - Next Steps

DAAs/DRAs:

Good afternoon. I am following up on the communications I distributed last month on the Presidential Transition requirements. First, I want to thank you for providing me your designated transition coordinators, so the AO can start to work with them on creating or updating the agency's briefing materials. Since my last email, the AO has revamped the EPA Presidential Transition SharePoint site to make it more user friendly and intuitive. We have also transferred the 2016 briefing materials to the revamped SharePoint site, so the transition coordinators have a starting point or baseline to begin the process of creating or updating these materials.

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Wes

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Acting Deputy Chief of Staff  
EPA's Office of the Administrator  
Tel. No.: 202-564-2019  
Cell Phone: 202-497-4392  
E-mail: [carpenter.wesley@epa.gov](mailto:carpenter.wesley@epa.gov)

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**Sent:** Thursday, July 30, 2020 6:04 PM  
**To:** Leadership\_Deputy\_Assistant\_Administrators <[Leadership\\_Deputy\\_Assistant\\_Administrators@epa.gov](mailto:Leadership_Deputy_Assistant_Administrators@epa.gov)>; Leadership\_Deputy\_Regional\_Administrators <[Leadership\\_Deputy\\_Regional\\_Administrators@epa.gov](mailto:Leadership_Deputy_Regional_Administrators@epa.gov)>  
**Cc:** Benevento, Douglas <[benevento.douglas@epa.gov](mailto:benevento.douglas@epa.gov)>; Gunasekara, Mandy <[gunasekara.Mandy@epa.gov](mailto:gunasekara.Mandy@epa.gov)>; AO Staff Office Directors and AA's <[AO\\_Staff\\_Office\\_Directors\\_and\\_AAs@epa.gov](mailto:AO_Staff_Office_Directors_and_AAs@epa.gov)>; Regional Mission Support Division - Directors <[Regional\\_Mission\\_Support\\_Division\\_Directors@epa.gov](mailto:Regional_Mission_Support_Division_Directors@epa.gov)>; Regional Mission Support Division - Deputy Directors <[Regional\\_Mission\\_Support\\_Division\\_Deputy\\_Directors@epa.gov](mailto:Regional_Mission_Support_Division_Deputy_Directors@epa.gov)>; HQ-COS <[HQ-COS@epa.gov](mailto:HQ-COS@epa.gov)>; Poole, Laura <[Poole.Laura@epa.gov](mailto:Poole.Laura@epa.gov)>; Cortes, Emilio <[Cortes.Emilio@epa.gov](mailto:Cortes.Emilio@epa.gov)>; Sullivan, Melissa <[sullivan.melissa@epa.gov](mailto:sullivan.melissa@epa.gov)>; Atkinson, Emily <[Atkinson.Emily@epa.gov](mailto:Atkinson.Emily@epa.gov)>  
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Thanks for your assistance and support on this important activity. I will be sharing additional information with you on our Presidential Transition efforts over the coming months. In the interim, please let me know if you have any questions or need additional information. Have a nice evening.

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Cell Phone: 202-497-4392  
E-mail: [carpenter.wesley@epa.gov](mailto:carpenter.wesley@epa.gov)

Message

---

**From:** Shaw, Betsy [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=31CA1476A7674825A131CB2C0D6C88C8-BSHAW03]  
**Sent:** 10/1/2020 6:30:24 PM  
**To:** Shoaff, John [Shoaff.John@epa.gov]  
**Subject:** RE: Update on Presidential Transition Requirements - Next Steps on Briefing Materials

I'm out of meetings for the day so call any time. Will schedule call with Anne at 4:00 p.m.

---

**From:** Shoaff, John <Shoaff.John@epa.gov>  
**Sent:** Thursday, October 1, 2020 2:29 PM  
**To:** Shaw, Betsy <Shaw.Betsy@epa.gov>  
**Subject:** RE: Update on Presidential Transition Requirements - Next Steps on Briefing Materials

Yes can join. Let's discuss briefly if you've a minute. Thanks.

**JOHN SHOAFF** | DIRECTOR  
OFFICE OF AIR POLICY & PROGRAM SUPPORT (OAPPS)  
OFFICE OF AIR & RADIATION | U.S. EPA | WJC NORTH 5442-C  
1200 PENNSYLVANIA AVE. NW | MC 6103A | WASHINGTON, D.C. | 20460 | USA  
[Shoaff.John@epa.gov](mailto:Shoaff.John@epa.gov) | 1-202-564-0531 DIRECT | 1-202-257-1755 MOBILE

---

**From:** Shaw, Betsy <[Shaw.Betsy@epa.gov](mailto:Shaw.Betsy@epa.gov)>  
**Sent:** Thursday, October 1, 2020 2:28 PM  
**To:** Shoaff, John <[Shoaff.John@epa.gov](mailto:Shoaff.John@epa.gov)>  
**Subject:** FW: Update on Presidential Transition Requirements - Next Steps on Briefing Materials

Are you available for a quick phone chat with Anne on this at 4:00 p.m. Let me know if we should include Jonathan.

---

**From:** Shaw, Betsy  
**Sent:** Thursday, October 1, 2020 12:04 PM  
**To:** Shoaff, John <[Shoaff.John@epa.gov](mailto:Shoaff.John@epa.gov)>  
**Subject:** FW: Update on Presidential Transition Requirements - Next Steps on Briefing Materials

FYI. Waiting for a reply from Anne. Stay tuned for a possible consultation with her this afternoon.

---

**From:** Shaw, Betsy  
**Sent:** Thursday, October 1, 2020 10:59 AM  
**To:** Idsal, Anne <[idsal.anne@epa.gov](mailto:idsal.anne@epa.gov)>  
**Subject:** RE: Update on Presidential Transition Requirements - Next Steps on Briefing Materials

Sure. We should loop in John Shoaff who is covering this for Ann this week. Want me to set up a quick phone chat for later today?

---

**From:** Idsal, Anne <[idsal.anne@epa.gov](mailto:idsal.anne@epa.gov)>  
**Sent:** Thursday, October 1, 2020 10:11 AM  
**To:** Shaw, Betsy <[Shaw.Betsy@epa.gov](mailto:Shaw.Betsy@epa.gov)>  
**Subject:** RE: Update on Presidential Transition Requirements - Next Steps on Briefing Materials

Good morning,

Can we briefly chat on this list of topics before submission to Wes tomorrow?

Best,  
Anne

---

**From:** Campbell, Ann <[Campbell.Ann@epa.gov](mailto:Campbell.Ann@epa.gov)>  
**Sent:** Tuesday, September 22, 2020 11:26 AM  
**To:** Idsal, Anne <[idsal.anne@epa.gov](mailto:idsal.anne@epa.gov)>  
**Cc:** Shaw, Betsy <[Shaw.Betsy@epa.gov](mailto:Shaw.Betsy@epa.gov)>  
**Subject:** FW: Update on Presidential Transition Requirements - Next Steps on Briefing Materials

Anne, in light of the message below, I wanted to provide a quick update on where we are should you be asked any questions. Attached is the list of topics that we intend to develop briefing papers on. We've come to this list by limiting it to topics/actions where a milestone would occur within the Jan-March timeframe as noted by the asterisk. The cross means there is a legal deadline and I am checking with OGC to see how they will be handling these topics to avoid unnecessary overlap or redundancy. The topics with highlights are those that we are/were anticipating to arise as cross-agency briefing papers (and are directly relevant to the request below). Should these topics not rise to the level of cross-agency development, the program offices are recommending we develop these as OAR-focused papers.

This is pretty consistent with OAR's previous approach and should be an easy lift. I will be getting on today's ADD call just to update the regions on where we are at and am continuing to coordinate with Justin on our activity and get updates as air region specific topics are developed.

Please let me know if you have any questions.

Ann (Campbell) Ferrio  
Chief of Staff  
EPA/Office of Air and Radiation  
Office: 202 566 1370

---

**From:** Carpenter, Wesley <[Carpenter.Wesley@epa.gov](mailto:Carpenter.Wesley@epa.gov)>  
**Sent:** Monday, September 21, 2020 3:29 PM  
**To:** Leadership\_Deputy\_Assistant\_Administrators <[Leadership\\_Deputy\\_Assistant\\_Administrators@epa.gov](mailto:Leadership_Deputy_Assistant_Administrators@epa.gov)>; Leadership\_Deputy\_Regional\_Administrators <[Leadership\\_Deputy\\_Regional\\_Administrators@epa.gov](mailto:Leadership_Deputy_Regional_Administrators@epa.gov)>  
**Cc:** Benevento, Douglas <[benevento.douglas@epa.gov](mailto:benevento.douglas@epa.gov)>; Gunasekara, Mandy <[gunasekara.Mandy@epa.gov](mailto:gunasekara.Mandy@epa.gov)>; Darwin, Henry <[darwin.henry@epa.gov](mailto:darwin.henry@epa.gov)>; AO Staff Office Directors and AA's <[AO\\_Staff\\_Office\\_Directors\\_and\\_AAs@epa.gov](mailto:AO_Staff_Office_Directors_and_AAs@epa.gov)>; Regional Mission Support Division - Directors <[Regional\\_Mission\\_Support\\_Division\\_Directors@epa.gov](mailto:Regional_Mission_Support_Division_Directors@epa.gov)>; Regional Mission Support Division - Deputy Directors <[Regional\\_Mission\\_Support\\_Division\\_Deputy\\_Directors@epa.gov](mailto:Regional_Mission_Support_Division_Deputy_Directors@epa.gov)>; HQ-COS <[HQ-COS@epa.gov](mailto:HQ-COS@epa.gov)>; Leadership\_Regional\_Administrators <[Leadership\\_Regional\\_Administrators@epa.gov](mailto:Leadership_Regional_Administrators@epa.gov)>; Leadership\_Assistant\_Administrators <[Leadership\\_Assistant\\_Administrators@epa.gov](mailto:Leadership_Assistant_Administrators@epa.gov)>; Leadership\_Associate\_Administrators <[Leadership\\_Associate\\_Administrators@epa.gov](mailto:Leadership_Associate_Administrators@epa.gov)>; Regional\_Chiefs\_of\_Staff <[Regional\\_Chiefs\\_of\\_Staff@epa.gov](mailto:Regional_Chiefs_of_Staff@epa.gov)>; Presidential\_Transition\_Coordinators <[Presidential\\_Transition\\_Coordinators@epa.gov](mailto:Presidential_Transition_Coordinators@epa.gov)>; Coxen, Carrie <[coxen.carrie@epa.gov](mailto:coxen.carrie@epa.gov)>; Cortes, Emilio <[Cortes.Emilio@epa.gov](mailto:Cortes.Emilio@epa.gov)>; Poole, Laura <[Poole.Laura@epa.gov](mailto:Poole.Laura@epa.gov)>; Sullivan, Melissa <[sullivan.melissa@epa.gov](mailto:sullivan.melissa@epa.gov)>; Atkinson, Emily <[Atkinson.Emily@epa.gov](mailto:Atkinson.Emily@epa.gov)>; Leadership\_Deputy\_Associate\_Administrators <[Leadership\\_Deputy\\_Associate\\_Administrators@epa.gov](mailto:Leadership_Deputy_Associate_Administrators@epa.gov)>  
**Subject:** Update on Presidential Transition Requirements - Next Steps on Briefing Materials

DAAAs/DRAs:

Good afternoon. I trust everyone had a nice weekend enjoying the last days of summer. As the end of the fiscal year approaches, I am providing you with another update on the status of the agency's Presidential Transition activities. Since

my last email, OMB and GSA distributed the attached executive memo (Memo M-20-33) on September 4, 2020, providing supplemental guidance on Presidential Transition preparations which reinforce requirements that all executive agencies and departments must complete prior to the upcoming election. The agency has already completed two of three requirements, including designating an agency transition director and completing and submitting its succession plan to OMB, OPM and GSA last week. The third and final requirement is to create or update briefing materials, which is well underway. The EPA's Presidential Transition Coordinators have started to work on these briefing materials focusing on internal organizational strategic topics. The next step in completing this final requirement is to create or update briefing materials on cross agency issues and hot topics, which will require collaboration amongst the NPMs, Regions and the AO. The internal agency deadline for completing these briefing materials is October 16 and the external OMB, OPM and GSA deadline is November 1.

Robin Richardson, Nancy Grantham, Deb Jordan and I have been assessing the cross agency issues and hot topics over the last week to provide the NPMs, Regions and the AO a baseline to determine which issues and topics need to be included in the briefing materials. Deb Jordan has been working with each region on their briefing materials to ensure consistency on common regional themes and independence on specific regional themes. Robin Richardson developed the attached Excel spreadsheet for the AO and NPMs on cross agency issues and hot topics leveraging data from the 2016 Presidential Transition SharePoint site as well as data from recent budget fact sheets. The spreadsheet has a separate workbook for each organization to use in determining which cross agency issues and hot topics warrant briefing papers. Robin Richardson, Nancy Grantham and I used the spreadsheet to identify the AO cross agency issues and hot topics, which are listed on the attached Microsoft Word document. Now I need the NPMs to go through the same process as the AO to identify the cross agency issues and hot topics that warrant briefing papers and use the attached template to list them. I am requesting that you submit the list of the NPM cross agency issues and hot topics to me by COB Friday, October 2, 2020. At that time, the lead NPM will coordinate and collaborate with other NPMs, Regions and the AO to complete the briefing papers by COB Friday, October 16.

As always, I want to personally thank you and your coordinators for the assistance and support on the Presidential Transition activities thus far. I look forward to continuing to provide you updates periodically and complete the last requirement by the statutory mandated deadline. In the interim, please feel free to reach out to me if you have any questions or need further assistance. Thanks, and have a nice day.

Wes

Wesley J. Carpenter  
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Tel. No.: 202-564-2019  
Cell Phone: 202-497-4392  
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---

**From:** Carpenter, Wesley .

**Sent:** Friday, August 21, 2020 3:02 PM

**To:** Leadership\_Deputy\_Assistant\_Administrators <[Leadership\\_Deputy\\_Assistant\\_Administrators@epa.gov](mailto:Leadership_Deputy_Assistant_Administrators@epa.gov)>; Leadership\_Deputy\_Regional\_Administrators <[Leadership\\_Deputy\\_Regional\\_Administrators@epa.gov](mailto:Leadership_Deputy_Regional_Administrators@epa.gov)>

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<darwin.henry@epa.gov>; Regional\_Chiefs\_of\_Staff <Regional\_Chiefs\_of\_Staff@epa.gov>

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**Sent:** Thursday, July 30, 2020 6:04 PM

**To:** Leadership\_Deputy\_Assistant\_Administrators <[Leadership\\_Deputy\\_Assistant\\_Administrators@epa.gov](mailto:Leadership_Deputy_Assistant_Administrators@epa.gov)>;  
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<[Regional\\_Mission\\_Support\\_Division\\_Directors@epa.gov](mailto:Regional_Mission_Support_Division_Directors@epa.gov)>; Regional Mission Support Division - Deputy Directors  
<[Regional\\_Mission\\_Support\\_Division\\_Deputy\\_Directors@epa.gov](mailto:Regional_Mission_Support_Division_Deputy_Directors@epa.gov)>; HQ-COS <[HQ-COS@epa.gov](mailto:HQ-COS@epa.gov)>; Poole, Laura  
<[Poole.Laura@epa.gov](mailto:Poole.Laura@epa.gov)>; Cortes, Emilio <[Cortes.Emilio@epa.gov](mailto:Cortes.Emilio@epa.gov)>; Sullivan, Melissa <[sullivan.melissa@epa.gov](mailto:sullivan.melissa@epa.gov)>;  
Atkinson, Emily <[Atkinson.Emily@epa.gov](mailto:Atkinson.Emily@epa.gov)>

**Subject:** Presidential Transition Communications



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Wes

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Acting Deputy Chief of Staff  
EPA's Office of the Administrator  
Tel. No.: 202-564-2019  
Cell Phone: 202-497-4392  
E-mail: [carpenter.wesley@epa.gov](mailto:carpenter.wesley@epa.gov)

Message

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**From:** Shaw, Betsy [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=31CA1476A7674825A131CB2C0D6C88C8-BSHAW03]  
**Sent:** 10/1/2020 7:53:53 PM  
**To:** Shoaff, John [Shoaff.John@epa.gov]  
**Subject:** FW: Update on Presidential Transition Requirements - Next Steps on Briefing Materials  
**Attachments:** OAR Transition Issue Paper Topics 2020 (3).docx

This may have been superseded by other events, but just passing along in case it's helpful.

---

**From:** Campbell, Ann <Campbell.Ann@epa.gov>  
**Sent:** Tuesday, September 22, 2020 11:26 AM  
**To:** Idsal, Anne <idsal.anne@epa.gov>  
**Cc:** Shaw, Betsy <Shaw.Betsy@epa.gov>  
**Subject:** FW: Update on Presidential Transition Requirements - Next Steps on Briefing Materials

Anne, in light of the message below, I wanted to provide a quick update on where we are should you be asked any questions. Attached is the list of topics that we intend to develop briefing papers on. We've come to this list by limiting it to topics/actions where a milestone would occur within the Jan-March timeframe as noted by the asterisk. The cross means there is a legal deadline and I am checking with OGC to see how they will be handling these topics to avoid unnecessary overlap or redundancy. The topics with highlights are those that we are/were anticipating to arise as cross-agency briefing papers (and are directly relevant to the request below). Should these topics not rise to the level of cross-agency development, the program offices are recommending we develop these as OAR-focused papers.

This is pretty consistent with OAR's previous approach and should be an easy lift. I will be getting on today's ADD call just to update the regions on where we are at and am continuing to coordinate with Justin on our activity and get updates as air region specific topics are developed.

Please let me know if you have any questions.

Ann (Campbell) Ferrio  
Chief of Staff  
EPA/Office of Air and Radiation  
Office: 202 566 1370

---

**From:** Carpenter, Wesley <Carpenter.Wesley@epa.gov>  
**Sent:** Monday, September 21, 2020 3:29 PM  
**To:** Leadership\_Deputy\_Assistant\_Administrators <Leadership\_Deputy\_Assistant\_Administrators@epa.gov>; Leadership\_Deputy\_Regional\_Administrators <Leadership\_Deputy\_Regional\_Administrators@epa.gov>  
**Cc:** Benevento, Douglas <benevento.douglas@epa.gov>; Gunasekara, Mandy <gunasekara.Mandy@epa.gov>; Darwin, Henry <darwin.henry@epa.gov>; AO Staff Office Directors and AA's <AO\_Staff\_Office\_Directors\_and\_AAs@epa.gov>; Regional Mission Support Division - Directors <Regional\_Mission\_Support\_Division\_Directors@epa.gov>; Regional Mission Support Division - Deputy Directors <Regional\_Mission\_Support\_Division\_Deputy\_Directors@epa.gov>; HQ-COS <HQ-COS@epa.gov>; Leadership\_Regional\_Administrators <Leadership\_Regional\_Administrators@epa.gov>; Leadership\_Assistant\_Administrators <Leadership\_Assistant\_Administrators@epa.gov>; Leadership\_Associate\_Administrators <Leadership\_Associate\_Administrators@epa.gov>; Regional\_Chiefs\_of\_Staff <Regional\_Chiefs\_of\_Staff@epa.gov>; Presidential\_Transition\_Coordinators <Presidential\_Transition\_Coordinators@epa.gov>; Coxen, Carrie <coxen.carrie@epa.gov>; Cortes, Emilio <Cortes.Emilio@epa.gov>; Poole, Laura <Poole.Laura@epa.gov>; Sullivan, Melissa <sullivan.melissa@epa.gov>; Atkinson, Emily <Atkinson.Emily@epa.gov>; Leadership\_Deputy\_Associate\_Administrators

<Leadership\_Deputy\_Associate\_Administrators@epa.gov>

**Subject:** Update on Presidential Transition Requirements - Next Steps on Briefing Materials

DAAs/DRAs:

Good afternoon. I trust everyone had a nice weekend enjoying the last days of summer. As the end of the fiscal year approaches, I am providing you with another update on the status of the agency's Presidential Transition activities. Since my last email, OMB and GSA distributed the attached executive memo (Memo M-20-33) on September 4, 2020, providing supplemental guidance on Presidential Transition preparations which reinforce requirements that all executive agencies and departments must complete prior to the upcoming election. The agency has already completed two of three requirements, including designating an agency transition director and completing and submitting its succession plan to OMB, OPM and GSA last week. The third and final requirement is to create or update briefing materials, which is well underway. The EPA's Presidential Transition Coordinators have started to work on these briefing materials focusing on internal organizational strategic topics. The next step in completing this final requirement is to create or update briefing materials on cross agency issues and hot topics, which will require collaboration amongst the NPMs, Regions and the AO. The internal agency deadline for completing these briefing materials is October 16 and the external OMB, OPM and GSA deadline is November 1.

Robin Richardson, Nancy Grantham, Deb Jordan and I have been assessing the cross agency issues and hot topics over the last week to provide the NPMs, Regions and the AO a baseline to determine which issues and topics need to be included in the briefing materials. Deb Jordan has been working with each region on their briefing materials to ensure consistency on common regional themes and independence on specific regional themes. Robin Richardson developed the attached Excel spreadsheet for the AO and NPMs on cross agency issues and hot topics leveraging data from the 2016 Presidential Transition SharePoint site as well as data from recent budget fact sheets. The spreadsheet has a separate workbook for each organization to use in determining which cross agency issues and hot topics warrant briefing papers. Robin Richardson, Nancy Grantham and I used the spreadsheet to identify the AO cross agency issues and hot topics, which are listed on the attached Microsoft Word document. Now I need the NPMs to go through the same process as the AO to identify the cross agency issues and hot topics that warrant briefing papers and use the attached template to list them. I am requesting that you submit the list of the NPM cross agency issues and hot topics to me by COB Friday, October 2, 2020. At that time, the lead NPM will coordinate and collaborate with other NPMs, Regions and the AO to complete the briefing papers by COB Friday, October 16.

As always, I want to personally thank you and your coordinators for the assistance and support on the Presidential Transition activities thus far. I look forward to continuing to provide you updates periodically and complete the last requirement by the statutory mandated deadline. In the interim, please feel free to reach out to me if you have any questions or need further assistance. Thanks, and have a nice day.

Wes

Wesley J. Carpenter  
Acting Deputy Chief of Staff  
EPA's Office of the Administrator  
Tel. No.: 202-564-2019  
Cell Phone: 202-497-4392  
E-mail: [carpenter.wesley@epa.gov](mailto:carpenter.wesley@epa.gov)

---

**From:** Carpenter, Wesley .

**Sent:** Friday, August 21, 2020 3:02 PM

**To:** Leadership\_Deputy\_Assistant\_Administrators <[Leadership\\_Deputy\\_Assistant\\_Administrators@epa.gov](mailto:Leadership_Deputy_Assistant_Administrators@epa.gov)>; Leadership\_Deputy\_Regional\_Administrators <[Leadership\\_Deputy\\_Regional\\_Administrators@epa.gov](mailto:Leadership_Deputy_Regional_Administrators@epa.gov)>

**Cc:** Benevento, Douglas <[benevento.douglas@epa.gov](mailto:benevento.douglas@epa.gov)>; Gunasekara, Mandy <[gunasekara.Mandy@epa.gov](mailto:gunasekara.Mandy@epa.gov)>; AO Staff Office Directors and AA's <[AO\\_Staff\\_Office\\_Directors\\_and\\_AAs@epa.gov](mailto:AO_Staff_Office_Directors_and_AAs@epa.gov)>; Regional Mission Support Division - Directors <[Regional\\_Mission\\_Support\\_Division\\_Directors@epa.gov](mailto:Regional_Mission_Support_Division_Directors@epa.gov)>; Regional Mission Support Division - Deputy Directors

<Regional\_Mission\_Support\_Division\_Deputy\_Directors@epa.gov>; HQ-COS <HQ-COS@epa.gov>; Poole, Laura <Poole.Laura@epa.gov>; Cortes, Emilio <Cortes.Emilio@epa.gov>; Sullivan, Melissa <sullivan.melissa@epa.gov>; Atkinson, Emily <Atkinson.Emily@epa.gov>; Leadership\_Assistant\_Administrators <Leadership\_Assistant\_Administrators@epa.gov>; Leadership\_Associate\_Administrators <Leadership\_Associate\_Administrators@epa.gov>; Leadership\_Regional\_Administrators <Leadership\_Regional\_Administrators@epa.gov>; Coxen, Carrie <coxen.carrie@epa.gov>; Darwin, Henry <darwin.henry@epa.gov>; Regional\_Chiefs\_of\_Staff <Regional\_Chiefs\_of\_Staff@epa.gov>

**Subject:** Presidential Transition Requirements - Next Steps

DAAs/DRAs:

Good afternoon. I am following up on the communications I distributed last month on the Presidential Transition requirements. First, I want to thank you for providing me your designated transition coordinators, so the AO can start to work with them on creating or updating the agency's briefing materials. Since my last email, the AO has revamped the EPA Presidential Transition SharePoint site to make it more user friendly and intuitive. We have also transferred the 2016 briefing materials to the revamped SharePoint site, so the transition coordinators have a starting point or baseline to begin the process of creating or updating these materials.

We will be reaching out to the transition coordinators next week to provide them access to the SharePoint site and guidance on creating or updating briefing materials. I am certain that your coordinators will be keeping you in the loop every step of way. The coordinators will have read/write privileges for their organizational folder and the Cross Agency Issues & Hot Topics folder; and read privileges on everything else contained on the SharePoint site. Please keep in mind that these briefing materials need to be created or updated by November 1, 2020.

I have also been keeping Doug and Mandy updated on progress being made on the agency's succession plan and briefing materials. Doug and Mandy have reached out to the AAs and RAs on designating a senior career executive to serve in those positions as part of our succession plan, which must be completed and submitted to OMB, GSA and OPM by September 15, 2020. That information will also be uploaded and available on the SharePoint site once our succession plan is finalized and submitted to OMB, GSA and OPM next month.

Finally, I have been participating in agency transition director council meetings with OMB, GSA and OPM to stay current on the federal transition activities. OMB, GSA and OPM are planning on providing guidance to agencies and departments on succession plans and briefing materials prior to our next meeting on September 9, 2020. I will be sure to share the substantive parts of the guidance with you once it is distributed.

I want to personally thank you for your continued support on this activity. I will certainly need it to continue as we transition from the summer to the fall. I plan on providing you updates periodically and on an as-needed basis. In the interim, please let me know if you have any questions. Thanks, and have a nice weekend.

Wes

Wesley J. Carpenter  
Acting Deputy Chief of Staff  
EPA's Office of the Administrator  
Tel. No.: 202-564-2019  
Cell Phone: 202-497-4392  
E-mail: [carpenter.wesley@epa.gov](mailto:carpenter.wesley@epa.gov)

---

**From:** Carpenter, Wesley

**Sent:** Thursday, July 30, 2020 6:04 PM

**To:** Leadership\_Deputy\_Assistant\_Administrators <Leadership\_Deputy\_Assistant\_Administrators@epa.gov>; Leadership\_Deputy\_Regional\_Administrators <Leadership\_Deputy\_Regional\_Administrators@epa.gov>

**Cc:** Benevento, Douglas <benevento.douglas@epa.gov>; Gunasekara, Mandy <gunasekara.Mandy@epa.gov>; AO Staff

Office Directors and AA's <AO\_Staff\_Office\_Directors\_and\_AAs@epa.gov>; Regional Mission Support Division - Directors <Regional\_Mission\_Support\_Division\_Directors@epa.gov>; Regional Mission Support Division - Deputy Directors <Regional\_Mission\_Support\_Division\_Deputy\_Directors@epa.gov>; HQ-COS <HQ-COS@epa.gov>; Poole, Laura <Poole.Laura@epa.gov>; Cortes, Emilio <Cortes.Emilio@epa.gov>; Sullivan, Melissa <sullivan.melissa@epa.gov>; Atkinson, Emily <Atkinson.Emily@epa.gov>

**Subject:** Presidential Transition Communications

DAAAs/DRAs:

Good evening. As Summer is in full swing and Fall is right around the corner, we have numerous work-related activities ongoing to close out FY 2020 and initiate FY 2021, including addressing mission essential and mission support needs. This year we have an additional activity to prepare for as it is an election year. Under the auspices of the Presidential Transition Act of 1963 and subsequent statutory updates, including the Presidential Transition Enhancement Act of 2019, the agency has three major requirements to complete, including designation of a senior career employee as the Agency Transition Director, completion of succession plans and the creation or update of briefing materials. The first two requirements are being handled by the Administrator's Office whereas the third requirement will need the support of the NPMs, regions and the AO.

Doug Benevento has designated me to serve in the role of the Agency Transition Director for this election cycle, which addresses the first requirement. The second requirement is to develop succession plans for non-career positions by September 15, which is underway and will be completed by the deadline. The third and last requirement, creating or updating briefing materials, must be completed by November 1. This is the requirement where I will need your help. Specifically, I need each NPM, region and the AO to designate a transition coordinator who will serve as the primary POC for creating or updating briefing materials as well as sharing any relevant information on our Presidential Transition efforts. I am requesting you provide the name of your coordinator to Emilio Cortes and me via email by COB Friday, August 14.

Back in 2016, the agency created a SharePoint site for the Presidential Transition activities. Over the last month, I have reviewed the organization, structure and content of the site. Although the site is a good starting point for the 2020 Presidential Transition requirements, changes and updates are needed so the site is more user friendly. The AO is currently working on revamping the SharePoint site and will have it completed by mid-August. At that time, we will need your coordinator to manage and oversee creating or updating briefing materials on the SharePoint site for your organization.

Thanks for your assistance and support on this important activity. I will be sharing additional information with you on our Presidential Transition efforts over the coming months. In the interim, please let me know if you have any questions or need additional information. Have a nice evening.

Wes

Wesley J. Carpenter  
Acting Deputy Chief of Staff  
EPA's Office of the Administrator  
Tel. No.: 202-564-2019  
Cell Phone: 202-497-4392  
E-mail: [carpenter.wesley@epa.gov](mailto:carpenter.wesley@epa.gov)

Message

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**From:** Shaw, Betsy [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=31CA1476A7674825A131CB2C0D6C88C8-BSHAW03]  
**Sent:** 10/2/2020 8:22:00 PM  
**To:** Shoaff, John [Shoaff.John@epa.gov]  
**Subject:** Re: Update on Presidential Transition Requirements - Next Steps on Briefing Materials

Hi John,

Got it. Your note was artful. Good to sort out with Ann (and Anne, as necessary) next week.

Have a good weekend!

Betsy

Sent from my iPhone

On Oct 2, 2020, at 4:16 PM, Shoaff, John <Shoaff.John@epa.gov> wrote:

Betsy,

I held on that b/c from what I could tell with the email request, they were just asking for x-cutting paper proposals or hot topics. I wondered whether to add "X"s to the spreadsheet for the air topics as well, but they don't all necessarily match up and would have to add/edit. So unless they come back asking, thought I'd sort it out with Ann come Tuesday. I do have a short generalized list of 10 topics from our conversation yesterday that I could pass as needed.

Note that Emily A. just emailed Ann to help fill in a NPM template on descriptions/responsibilities, etc., so suspect we'll be in touch with that in due course.

Have a nice weekend!

John

**JOHN SHOAFF** | DIRECTOR  
OFFICE OF AIR POLICY & PROGRAM SUPPORT (OAPPS)  
OFFICE OF AIR & RADIATION | U.S. EPA | WJC NORTH 5442-C  
1200 PENNSYLVANIA AVE. NW | MC 6103A | WASHINGTON, D.C. | 20460 | USA  
[Shoaff.John@epa.gov](mailto:Shoaff.John@epa.gov) | 1-202-564-0531 DIRECT | 1-202-257-1755 MOBILE

---

**From:** Shaw, Betsy <Shaw.Betsy@epa.gov>  
**Sent:** Friday, October 2, 2020 3:52 PM  
**To:** Shoaff, John <Shoaff.John@epa.gov>  
**Subject:** FW: Update on Presidential Transition Requirements - Next Steps on Briefing Materials

Just so I know, did you confirm that the OAR-specific topic have or have not yet been uploaded into the Sharepoint site.

---

**From:** Shoaff, John <[Shoaff.John@epa.gov](mailto:Shoaff.John@epa.gov)>  
**Sent:** Friday, October 2, 2020 2:57 PM  
**To:** Carpenter, Wesley <[Carpenter.Wesley@epa.gov](mailto:Carpenter.Wesley@epa.gov)>; Cortes, Emilio <[Cortes.Emilio@epa.gov](mailto:Cortes.Emilio@epa.gov)>  
**Cc:** Campbell, Ann <[Campbell.Ann@epa.gov](mailto:Campbell.Ann@epa.gov)>; Lubetsky, Jonathan <[Lubetsky.Jonathan@epa.gov](mailto:Lubetsky.Jonathan@epa.gov)>; Shaw, Betsy <[Shaw.Betsy@epa.gov](mailto:Shaw.Betsy@epa.gov)>  
**Subject:** RE: Update on Presidential Transition Requirements - Next Steps on Briefing Materials

Wes, Emilio,

Good afternoon. No new cross-cutting paper proposals or hot topics to add from OAR. Will stand by to help populate with relevant air content where needed and have been doing some of this already. Best,

John

**JOHN SHOAFF** | DIRECTOR  
OFFICE OF AIR POLICY & PROGRAM SUPPORT (OAPPS)  
OFFICE OF AIR & RADIATION | U.S. EPA | WJC NORTH 5442-C  
1200 PENNSYLVANIA AVE. NW | MC 6103A | WASHINGTON, D.C. | 20460 | USA  
[Shoaff.John@epa.gov](mailto:Shoaff.John@epa.gov) | 1-202-564-0531 DIRECT | 1-202-257-1755 MOBILE

---

**From:** Cortes, Emilio <[Cortes.Emilio@epa.gov](mailto:Cortes.Emilio@epa.gov)>  
**Sent:** Tuesday, September 22, 2020 12:08 PM  
**To:** PresidentialTransitionCoordinators\_SG <[PresidentialTransitionCoordinators\\_SG@epa.gov](mailto:PresidentialTransitionCoordinators_SG@epa.gov)>  
**Cc:** Carpenter, Wesley <[Carpenter.Wesley@epa.gov](mailto:Carpenter.Wesley@epa.gov)>; Poole, Laura <[Poole.Laura@epa.gov](mailto:Poole.Laura@epa.gov)>  
**Subject:** FW: Update on Presidential Transition Requirements - Next Steps on Briefing Materials

Transition Coordinators,

Please see attached information that was shared by Wes.

---

**From:** Carpenter, Wesley <[Carpenter.Wesley@epa.gov](mailto:Carpenter.Wesley@epa.gov)>  
**Sent:** Monday, September 21, 2020 3:29 PM  
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**Sent:** Friday, August 21, 2020 3:02 PM  
**To:** Leadership\_Deputy\_Assistant\_Administrators  
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<gunasekara.Mandy@epa.gov>; AO Staff Office Directors and AA's  
<AO\_Staff\_Office\_Directors\_and\_AAs@epa.gov>; Regional Mission Support Division - Directors  
<Regional\_Mission\_Support\_Division\_Directors@epa.gov>; Regional Mission Support Division - Deputy  
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Sullivan, Melissa <sullivan.melissa@epa.gov>; Atkinson, Emily <Atkinson.Emily@epa.gov>;  
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<coxen.carrie@epa.gov>; Darwin, Henry <darwin.henry@epa.gov>; Regional\_Chiefs\_of\_Staff  
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Wes

Wesley J. Carpenter  
Acting Deputy Chief of Staff  
EPA's Office of the Administrator

Tel. No.: 202-564-2019  
Cell Phone: 202-497-4392  
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Leadership\_Deputy\_Regional\_Administrators <[Leadership\\_Deputy\\_Regional\\_Administrators@epa.gov](mailto:Leadership_Deputy_Regional_Administrators@epa.gov)>  
**Cc:** Benevento, Douglas <[benevento.douglas@epa.gov](mailto:benevento.douglas@epa.gov)>; Gunasekara, Mandy  
<[gunasekara.Mandy@epa.gov](mailto:gunasekara.Mandy@epa.gov)>; AO Staff Office Directors and AA's  
<[AO\\_Staff\\_Office\\_Directors\\_and\\_AAs@epa.gov](mailto:AO_Staff_Office_Directors_and_AAs@epa.gov)>; Regional Mission Support Division - Directors  
<[Regional\\_Mission\\_Support\\_Division\\_Directors@epa.gov](mailto:Regional_Mission_Support_Division_Directors@epa.gov)>; Regional Mission Support Division - Deputy  
Directors <[Regional\\_Mission\\_Support\\_Division\\_Deputy\\_Directors@epa.gov](mailto:Regional_Mission_Support_Division_Deputy_Directors@epa.gov)>; HQ-COS <[HQ-COS@epa.gov](mailto:HQ-COS@epa.gov)>; Poole, Laura <[Poole.Laura@epa.gov](mailto:Poole.Laura@epa.gov)>; Cortes, Emilio <[Cortes.Emilio@epa.gov](mailto:Cortes.Emilio@epa.gov)>;  
Sullivan, Melissa <[sullivan.melissa@epa.gov](mailto:sullivan.melissa@epa.gov)>; Atkinson, Emily <[Atkinson.Emily@epa.gov](mailto:Atkinson.Emily@epa.gov)>  
**Subject:** Presidential Transition Communications

DAAAs/DRAs:

Good evening. As Summer is in full swing and Fall is right around the corner, we have numerous work-related activities ongoing to close out FY 2020 and initiate FY 2021, including addressing mission essential and mission support needs. This year we have an additional activity to prepare for as it is an election year. Under the auspices of the Presidential Transition Act of 1963 and subsequent statutory updates, including the Presidential Transition Enhancement Act of 2019, the agency has three major requirements to complete, including designation of a senior career employee as the Agency Transition Director, completion of succession plans and the creation or update of briefing materials. The first two requirements are being handled by the Administrator's Office whereas the third requirement will need the support of the NPMs, regions and the AO.

Doug Benevento has designated me to serve in the role of the Agency Transition Director for this election cycle, which addresses the first requirement. The second requirement is to develop succession plans for non-career positions by September 15, which is underway and will be completed by the deadline. The third and last requirement, creating or updating briefing materials, must be completed by November 1. This is the requirement where I will need your help. Specifically, I need each NPM, region and the AO to designate a transition coordinator who will serve as the primary POC for creating or updating briefing materials as well as sharing any relevant information on our Presidential Transition efforts. I am requesting you provide the name of your coordinator to Emilio Cortes and me via email by COB Friday, August 14.

Back in 2016, the agency created a SharePoint site for the Presidential Transition activities. Over the last month, I have reviewed the organization, structure and content of the site. Although the site is a good starting point for the 2020 Presidential Transition requirements, changes and updates are needed so the site is more user friendly. The AO is currently working on revamping the SharePoint site and will have it completed by mid-August. At that time, we will need your coordinator to manage and oversee creating or updating briefing materials on the SharePoint site for your organization.

Thanks for your assistance and support on this important activity. I will be sharing additional information with you on our Presidential Transition efforts over the coming months. In the interim, please let me know if you have any questions or need additional information. Have a nice evening.

Wes

Wesley J. Carpenter  
Acting Deputy Chief of Staff  
EPA's Office of the Administrator  
Tel. No.: 202-564-2019  
Cell Phone: 202-497-4392  
E-mail: [carpenter.wesley@epa.gov](mailto:carpenter.wesley@epa.gov)

Message

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**From:** Shaw, Betsy [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=31CA1476A7674825A131CB2C0D6C88C8-BSHAW03]  
**Sent:** 11/25/2020 8:18:09 PM  
**To:** Dunham, Sarah [Dunham.Sarah@epa.gov]  
**Subject:** RE: Draft Topics for Transition Briefings

Roger that on all points Sarah. I'll send a note to the ODs copying you and Ann Campbell shortly.

---

**From:** Dunham, Sarah <Dunham.Sarah@epa.gov>  
**Sent:** Wednesday, November 25, 2020 3:16 PM  
**To:** Shaw, Betsy <Shaw.Betsy@epa.gov>  
**Subject:** RE: Draft Topics for Transition Briefings

Thanks Betsy—I was drafting a similar email to you! Yes, I'm fine with OTAQ going first, but my guess is Patrice and the team may have some interest in topics other than those identified. So I am just saying we may need to quickly add different senior managers depending on their interest (I am really thinking we may need David Orlin depending on the subject, or we might want to include Ben, or Bill Charmley). I think that is true of all the OAR subjects (wanting to add different relevant senior folks) so that's not really a distinction across OAR topics relevant to timing.

I strongly think we should not prepare anything different for any of the topics. Because of the public only nature of the info, the level and timing for review that would be necessary for any additional materials prepared, and the fact that I think we may learn last minute, or even in the meeting itself, of what they are interested in, I think it is not worth it to prepare new materials. I am very sure we did not have power points or provide additional information at this stage in the transition last time around (pre-inauguration). The only exception is if there is out of date info in the briefing papers—we should ask the ODs maybe to do a review for that?

And, yes, thank you, that would be great if you could send a note to all the ODs if that makes sense to you.

---

**From:** Shaw, Betsy <Shaw.Betsy@epa.gov>  
**Sent:** Wednesday, November 25, 2020 3:05 PM  
**To:** Dunham, Sarah <Dunham.Sarah@epa.gov>  
**Subject:** FW: Draft Topics for Transition Briefings

Hi Sarah,

Are you okay with OTAQ going first in the briefing sequence? Also, are you inclined to prepare slides or a one pager or just rely on the existing papers?

Want me to shoot a note to the ODs about the other likely bundles of topics/potential timing?

Let me know.

Thanks,

Betsy

---

**From:** Shaw, Betsy  
**Sent:** Wednesday, November 25, 2020 2:36 PM  
**To:** Carpenter, Wesley <Carpenter.Wesley@epa.gov>

**Cc:** Dunham, Sarah <[Dunham.Sarah@epa.gov](mailto:Dunham.Sarah@epa.gov)>  
**Subject:** RE: Draft Topics for Transition Briefings

Thanks Wes!

---

**From:** Carpenter, Wesley <[Carpenter.Wesley@epa.gov](mailto:Carpenter.Wesley@epa.gov)>  
**Sent:** Wednesday, November 25, 2020 2:24 PM  
**To:** Shaw, Betsy <[Shaw.Betsy@epa.gov](mailto:Shaw.Betsy@epa.gov)>  
**Cc:** Dunham, Sarah <[Dunham.Sarah@epa.gov](mailto:Dunham.Sarah@epa.gov)>  
**Subject:** RE: Draft Topics for Transition Briefings

Thanks, Betsy. Sorry for the miscue on the titles – too many moving parts and pieces today. I will make the changes you provided below. I will also add another OAR session to the agenda.

Wes

---

**From:** Shaw, Betsy <[Shaw.Betsy@epa.gov](mailto:Shaw.Betsy@epa.gov)>  
**Sent:** Wednesday, November 25, 2020 12:10 PM  
**To:** Carpenter, Wesley <[Carpenter.Wesley@epa.gov](mailto:Carpenter.Wesley@epa.gov)>  
**Cc:** Dunham, Sarah <[Dunham.Sarah@epa.gov](mailto:Dunham.Sarah@epa.gov)>  
**Subject:** RE: Draft Topics for Transition Briefings

Hi Wes,

A few corrections, suggestions, and questions:

- My title is Deputy Assistant Administrator for OAR, not Principal Deputy Assistant Administrator (that's Anne Austin (Idsal). Please correct throughout.
- The first grouping (1 – 3 session) is comprised of transportation-related topics with the exception of EtO, which is primarily in OAQPS' bailiwick. You may want to move EtO to the second grouping. If not, please add Peter Tsigotis, Director, and Mike Koerber, Deputy Director of OAQPS, respectively, to the participants in the first session and drop Chris Grundler unless Sarah, who I am copying ear, sees another angle that I don't.
- The second grouping (4:00 – 5:00 p.m.) is an awful lot of stuff to cover in an hour. Any chance we could get more time and/or break into two session?
- Jon Edwards, Director of the Office of Indoor Air and Radiation should be added to the third session since those topics (IAQ, phosphogypsum, WIPP) are his responsibility.
- Are there dates that goes along with these proposed times? Also, are folks just to speak from the briefing papers or are they expected to prepare additional materials? Are we still limited to sharing only publicly available information?

Let me know when you get a chance.

Thanks,

Betsy

---

**From:** Carpenter, Wesley <[Carpenter.Wesley@epa.gov](mailto:Carpenter.Wesley@epa.gov)>  
**Sent:** Wednesday, November 25, 2020 11:54 AM  
**To:** Shaw, Betsy <[Shaw.Betsy@epa.gov](mailto:Shaw.Betsy@epa.gov)>  
**Subject:** Draft Topics for Transition Briefings

Betsy:

Good morning. I wanted to share with you what I am proposing for OAR topics to be covered with the PETT, which align with the briefing materials OAR developed. I have OAR meeting on three separate occasions with the PETT and covering the following:

- **1:00 PM-3:00 PM – OFFICE OF AIR AND RADIATION (RFS, EtO, Heavy Duty Trucking/Aircraft Sectors)** Betsy Shaw (Principal Deputy Assistant Administrator, OAR); Chris Grundler (Director, Office of Atmospheric Programs); Sarah Dunham (Director, Office of Transportation and Air Quality); Wes Carpenter (Agency Transition Director, Acting Deputy Chief of Staff)
- **4:00 PM-5:00 PM – OFFICE OF AIR AND RADIATION (NAAQS Standard Setting and Implementation, Ozone Transport, GHG Emissions, Montreal Protocol and HFCs)** Betsy Shaw (Principal Deputy Assistant Administrator, OAR); Chris Grundler (Director, Office of Atmospheric Programs); Sarah Dunham (Director, Office of Transportation and Air Quality); Peter Tsirigotis (Director, Office of Air Quality Planning Standards); Wes Carpenter (Agency Transition Director, Acting Deputy Chief of Staff)
- **4:00PM-5:00PM - OFFICE OF AIR AND RADIATION (IAQ, Phosphogypsum, WIPP)** Betsy Shaw (Principal Deputy Assistant Administrator, OAR); Sarah Dunham (Director, Office of Transportation and Air Quality); Wes Carpenter (Agency Transition Director, Acting Deputy Chief of Staff)

We can add additional OAR staff if you want. I plan on attending all the briefings. Doug will be reviewing the draft topics and schedule before it is finalized. I also do not know if the PETT will want to discuss other OAR-related topics.

Please let me know if you have any questions. Thanks.

Wes

Wesley J. Carpenter  
Acting Deputy Chief of Staff  
EPA's Office of the Administrator  
Tel. No.: 202-564-2019  
Cell Phone: 202-497-4392  
E-mail: [carpenter.wesley@epa.gov](mailto:carpenter.wesley@epa.gov)

Message

---

**From:** Shaw, Betsy [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=31CA1476A7674825A131CB2C0D6C88C8-BSHAW03]  
**Sent:** 12/14/2020 10:41:08 PM  
**To:** Whitehurst, Shanika [whitehurst.shanika@epa.gov]  
**CC:** Lubetsky, Jonathan [Lubetsky.Jonathan@epa.gov]; Shoaff, John [Shoaff.John@epa.gov]  
**Subject:** RE: EJ Program Conversation on Tuesday, December 15

Thanks for the intel Shanika. I look forward to hearing what you learn. It would be good for you, me, Jonathan and John to huddle early in the new year on plans for EJ Screen and other related activities across OAR in advance of your meetings with the EJ Coordinators in January. Ex. 5 Deliberative Process (DP)

Ex. 5 Deliberative Process (DP)

Thanks,

Betsy

---

**From:** Whitehurst, Shanika <whitehurst.shanika@epa.gov>  
**Sent:** Monday, December 14, 2020 1:48 PM  
**To:** Shaw, Betsy <Shaw.Betsy@epa.gov>  
**Cc:** Lubetsky, Jonathan <Lubetsky.Jonathan@epa.gov>; Shoaff, John <Shoaff.John@epa.gov>  
**Subject:** FW: EJ Program Conversation on Tuesday, December 15

Good afternoon Betsy...

I just wanted to flag this upcoming conversation that OEJ is planning in response to the transition. I will be on the call to get an understanding of what they are looking for and can report out. This will help to shape the conversation I am planning to have with all of the EJ coordinators from our program offices in January (they too are asking for coordination activities across OAR).

On a different note, there is a great amount of interest in the program offices with analytical and other technical staff on EJ Screen training. So I think once we map out the design for the training we will have a good number of takers.

Let me know if there is anything in particular you would like me to bring up on the call.

Thank you...

Shanika

---

**From:** Tejada, Matthew <Tejada.Matthew@epa.gov>  
**Sent:** Thursday, December 10, 2020 3:13 PM  
**To:** EJ Coordinators <EJ\_Coordinators@epa.gov>; EJ Program Managers <EJ\_Program\_Managers@epa.gov>; EJ Program Support <EJ\_Program\_Support@epa.gov>  
**Subject:** RE: EJ Program Conversation on Tuesday, December 15

With attachment, sorry.

Matthew Tejada  
Director - Office of Environmental Justice  
Environmental Protection Agency  
202-360-6867 (cell)

202-564-8047 (ofc)

Pronouns: he, him, his

Stay in the know about all things EJ at EPA by subscribing to our email listserv [here](#).

---

**From:** Tejada, Matthew

**Sent:** Thursday, December 10, 2020 2:54 PM

**To:** EJ Coordinators <[EJ\\_Coordinators@epa.gov](mailto:EJ_Coordinators@epa.gov)>; EJ Program Managers <[EJ\\_Program\\_Managers@epa.gov](mailto:EJ_Program_Managers@epa.gov)>; EJ Program Support <[EJ\\_Program\\_Support@epa.gov](mailto:EJ_Program_Support@epa.gov)>

**Subject:** EJ Program Conversation on Tuesday, December 15

Team EJ,

A little more on our EJ program meeting next Tuesday, December 15.

We will be using the below agenda for the meeting.

The first item is pretty self-explanatory.

The second I covered in an email last week, which I am again attaching here. There are 3 action items that are due by Monday, December 14<sup>th</sup>.

The third is something that I feel we need to immediately begin to address in a more direct and EJ program-wide way based upon numerous conversations I have been involved in at different levels over the past couple months. The Biden Administration is obviously going to place a huge priority on EJ integration within EPA's activities, but our NPMs have different levels of investment in, consideration of, and attention to EJ integration currently. And, without EJ program funding for EJ positions in the NPMs, there is the ever-present challenge of staffing and resources for NPM EJ activities. So I am particularly interested in discussing the demand that I think the NPMs will be under in the coming four years to lead agency integration of EJ, the current method or manner in which our EJ program colleagues are operating within their NPMs, and what we can do to support greater attention to and development of EJ resources for the NPMs.

Agenda:

1. Update on EJ Program and Biden Transition (Matt)
2. Feedback from EJ program on EJSCREEN ELMS FY21 National Program Measure (Bex)
3. EJ and the National Programs in the Biden Administration - current state and rising to the challenge
  1. EJ demands on NPMs in the next four years (Matt and Charles)
  2. Current method and manner of managing/coordinating EJ within the NPMs (round robin from the NPM EJ Coordinators starting with Danielle from ORD!)
  3. Discussion on supporting NPM EJ program development (All)

Best,  
Matthew

Matthew Tejada  
Director - Office of Environmental Justice  
Environmental Protection Agency  
202-360-6867 (cell)



202-564-8047 (ofc)

Pronouns: he, him, his

Stay in the know about all things EJ at EPA by subscribing to our email listserv [here](#).

Message

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**From:** Monroe, Scott [Monroe.Scott@epa.gov]  
**Sent:** 1/12/2021 7:40:46 PM  
**To:** Shaw, Betsy [Shaw.Betsy@epa.gov]  
**Subject:** RE: MORE! Guidance for Employee Checkout

Fabulous. I wrote to Marilyn yesterday but no response.

---

**From:** Shaw, Betsy <Shaw.Betsy@epa.gov>  
**Sent:** Tuesday, January 12, 2021 2:37 PM  
**To:** Monroe, Scott <Monroe.Scott@epa.gov>  
**Subject:** RE: MORE! Guidance for Employee Checkout

Sorry – I forgot to mention that Marilyn Braxton is supposed to get on the PMO/HRO call this afternoon to talk through all of this. Not sure you'll see it in writing or not.

---

**From:** Monroe, Scott <Monroe.Scott@epa.gov>  
**Sent:** Tuesday, January 12, 2021 2:35 PM  
**To:** Shaw, Betsy <Shaw.Betsy@epa.gov>  
**Subject:** RE: MORE! Guidance for Employee Checkout

Hi,

Thank you! It would nice for OMS to communicate with us in writing about the 19<sup>th</sup> – did she mention that will happen? I like the idea of handing out boxes for mailing stuff back. It would really solve a problem for us w/r/t picking up our equipment. I have no intention of going downtown on the 19<sup>th</sup> and have advised my staff not to (Audrey will take leave).

Scott

---

**From:** Shaw, Betsy <Shaw.Betsy@epa.gov>  
**Sent:** Tuesday, January 12, 2021 2:31 PM  
**To:** Monroe, Scott <Monroe.Scott@epa.gov>  
**Subject:** FW: MORE! Guidance for Employee Checkout

Hi Scott,

For what it's worth, Donna mentioned on today's call that OMS is planning to handle the documentation for certain items on the check out list centrally. For example, Kimberly Patrick will send Donna a note about whether any departing staff have outstanding purchase card issues. For those who do not, we will be able to use the email from Kimberly as the documentation in the file that accompanies the checkout list. She mentioned library and pay as the other issues OMS is addressing centrally. Donna shared this information primarily for the Regions, but said NPMs can take advantage as well if we haven't done our own thing already.

Also, she said OMS is dropping off postage paid boxes for political staff to send in their lap tops, monitors, phones, iPads, badges and keys to spare them coming to the building next week given the heightened security around inauguration. You may want to see if the folks you were coming in to meet want to avail themselves of that option to save you a trip.

Thanks,

Betsy

---

**From:** Monroe, Scott <Monroe.Scott@epa.gov>

**Sent:** Tuesday, January 12, 2021 2:24 PM

**To:** Idsal, Anne <idsal.anne@epa.gov>; Moor, Karl <Moor.Karl@epa.gov>; Harlow, David <harlow.david@epa.gov>; Raymond, Kelley <Raymond.Kelley@epa.gov>; Cory, Preston <Cory.Preston@epa.gov>; Landeene, Sarah <Landeene.Sarah@epa.gov>; Tardif, Abigale (Abbie) <Tardif.Abigale@epa.gov>

**Cc:** Shaw, Betsy <Shaw.Betsy@epa.gov>; Hyde, Courtney <Hyde.Courtney@epa.gov>; Campbell, Ann <Campbell.Ann@epa.gov>; Monroe, Scott <Monroe.Scott@epa.gov>; Kutzke, Julie <Kutzke.Julie@epa.gov>; Biggs, Robert <biggs.robert@epa.gov>

**Subject:** MORE! Guidance for Employee Checkout

Hello again,

If you have not already set up and given us access to your OneDrive (Anne, Karl, and Kelley, I think) to collect checkout certification emails, please do so now. Contact me if you need assistance.

If you plan to check out on January 19, there's still a possibility of some kind of coordinated checkout led by OMS, but I recommend that you send & collect the emails as I previously described. I will be in touch again soon about what to do with OAR-purchased iPhones and iPads.

If your official separation date will be January 20 and you don't plan to work that morning, you will enter the code INAUG for the portion up to noon and LVWOP (leave without pay) for the remainder of the 20<sup>th</sup> thru the 22<sup>nd</sup>.

Thanks,  
Scott  
564-1271

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**From:** Monroe, Scott <Monroe.Scott@epa.gov>

**Sent:** Wednesday, January 6, 2021 10:52 AM

**To:** Idsal, Anne <idsal.anne@epa.gov>; Moor, Karl <Moor.Karl@epa.gov>; Harlow, David <harlow.david@epa.gov>; Raymond, Kelley <Raymond.Kelley@epa.gov>; Cory, Preston <Cory.Preston@epa.gov>; Landeene, Sarah <Landeene.Sarah@epa.gov>; Tardif, Abigale (Abbie) <Tardif.Abigale@epa.gov>

**Cc:** Shaw, Betsy <Shaw.Betsy@epa.gov>; Hyde, Courtney <Hyde.Courtney@epa.gov>; Campbell, Ann <Campbell.Ann@epa.gov>; Monroe, Scott <Monroe.Scott@epa.gov>; Kutzke, Julie <Kutzke.Julie@epa.gov>; Biggs, Robert <biggs.robert@epa.gov>

**Subject:** UPDATE: Guidance for Employee Checkout

Hello,

As a follow-up to my earlier note I would like to encourage you to begin the checkout process, if you have not already done so, by creating a OneDrive folder for your checkout certification emails and granting access to me, Julie Kutzke, and Robert Biggs.

It's my understanding, although this isn't definite yet, that OMS will coordinate in-person checkout in some manner on January 13 and 19. I hope to have more information soon.

Please tell me your checkout date (that is, the date you will turn over your badge) as soon as possible. Whether you check out on the 13<sup>th</sup> or 19<sup>th</sup> or on another date, Courtney Hyde or I will need to arrange to collect your OAR equipment at a minimum. Also, OAR needs at least two days advance notice to file an e-Business request for your computer and docking station.

Thank you for your assistance. Contact me if you have questions.

Scott Monroe  
Program Management Official  
Office of Air and Radiation (6101A)  
WJC North Room 5435A  
Tel: (202) 564-1271

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**From:** Monroe, Scott <[Monroe.Scott@epa.gov](mailto:Monroe.Scott@epa.gov)>  
**Sent:** Tuesday, December 22, 2020 4:07 PM  
**To:** Idsal, Anne <[idsal.anne@epa.gov](mailto:idsal.anne@epa.gov)>; Moor, Karl <[Moor.Karl@epa.gov](mailto:Moor.Karl@epa.gov)>; Harlow, David <[harlow.david@epa.gov](mailto:harlow.david@epa.gov)>; Raymond, Kelley <[Raymond.Kelley@epa.gov](mailto:Raymond.Kelley@epa.gov)>; Cory, Preston <[Cory.Preston@epa.gov](mailto:Cory.Preston@epa.gov)>; Landeene, Sarah <[Landeene.Sarah@epa.gov](mailto:Landeene.Sarah@epa.gov)>; Tardif, Abigale (Abbie) <[Tardif.Abigale@epa.gov](mailto:Tardif.Abigale@epa.gov)>  
**Cc:** Shaw, Betsy <[Shaw.Betsy@epa.gov](mailto:Shaw.Betsy@epa.gov)>; Hyde, Courtney <[Hyde.Courtney@epa.gov](mailto:Hyde.Courtney@epa.gov)>; Campbell, Ann <[Campbell.Ann@epa.gov](mailto:Campbell.Ann@epa.gov)>; Monroe, Scott <[Monroe.Scott@epa.gov](mailto:Monroe.Scott@epa.gov)>; Kutzke, Julie <[Kutzke.Julie@epa.gov](mailto:Kutzke.Julie@epa.gov)>; Biggs, Robert <[biggs.robert@epa.gov](mailto:biggs.robert@epa.gov)>  
**Subject:** Guidance for Employee Checkout

Hello,

This message is to provide you with separation guidance that adds to guidance provided by OMS (see attached presentation). Please be sure to read the OMS presentation, because it includes helpful information as well as instructions. Some of you may have attended a session today where OMS staff described the separation process.

1) You must complete three documents before departing (all are attached):

- You must complete and sign the separation checklist 3110-2 before you depart. OMS will not process your separation and final paycheck without this form. I'd recommend you start to collect your email clearances at least a week prior to your expected end date so your last paycheck won't be delayed. You must obtain all of the return emails described in form 3110-2 and save them to OneDrive. When you create the OneDrive folder, please grant access to Scott Monroe, Julie Kutzke, and Robert Biggs. Even if you are not able to complete the form in full, you must sign it and email it to Scott Monroe and Julie Kutzke before you separate. We will obtain supervisor signature and forward to the White House Liaison. If you need assistance with this form, contact Julie Kutzke at [kutzke.julie@epa.gov](mailto:kutzke.julie@epa.gov) or (202) 564-2989.
- In order to complete the separation checklist, you must complete and sign the records management checklist 3110-49 and email it to Shawn Stingel, our Records Liaison Officer. If you have questions about records in your possession, please contact Shawn at [stingel.shawn@epa.gov](mailto:stingel.shawn@epa.gov) or (202) 564-1503.
- You must sign in Box 2 on page 3 of the mobile devices form where indicated for returning devices, then email the form to Shawn Stingel.

2) Please email Scott Monroe, Julie Kutzke, and Robert Biggs to notify them of your separation date. Complete and attest your final time card in PeoplePlus. If you need assistance with PeoplePlus, contact Robert Biggs at [biggs.robert@epa.gov](mailto:biggs.robert@epa.gov).

3) You must return all federal property: laptop, mobile phone, iPad (if applicable), ID badge, and door keys. The OMS presentation has instructions for return by mail. If returning federal property in person, please contact Courtney Hyde directly to arrange drop-off with her: [hyde.courtney@epa.gov](mailto:hyde.courtney@epa.gov) or (202) 564-1227. You may cut up a government credit card, if you have one, at any time; you don't need to return it.

Thank you for your attention.

Scott Monroe  
Program Management Official  
Office of Air and Radiation (6101A)

WJC North Room 5435A  
Tel: (202) 564-1271

Message

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**From:** Kocchi, Suzanne [Kocchi.Suzanne@epa.gov]  
**Sent:** 1/13/2021 4:30:36 PM  
**To:** Shaw, Betsy [Shaw.Betsy@epa.gov]; Grundler, Christopher [grundler.christopher@epa.gov]  
**CC:** Monroe, Scott [Monroe.Scott@epa.gov]  
**Subject:** RE: Next week

Yup. It's not great.....

---

**From:** Shaw, Betsy <Shaw.Betsy@epa.gov>  
**Sent:** Wednesday, January 13, 2021 11:30 AM  
**To:** Kocchi, Suzanne <Kocchi.Suzanne@epa.gov>; Grundler, Christopher <grundler.christopher@epa.gov>  
**Cc:** Monroe, Scott <Monroe.Scott@epa.gov>  
**Subject:** RE: Next week

I figured, but, sadly, we really can't be too careful these days.

---

**From:** Kocchi, Suzanne <Kocchi.Suzanne@epa.gov>  
**Sent:** Wednesday, January 13, 2021 11:28 AM  
**To:** Shaw, Betsy <Shaw.Betsy@epa.gov>; Grundler, Christopher <grundler.christopher@epa.gov>  
**Cc:** Monroe, Scott <Monroe.Scott@epa.gov>  
**Subject:** RE: Next week

Scary. Thanks Betsy. We will get the word out ASAP. FWIW, we think almost all if not all staff are working remotely anyway.

---

**From:** Shaw, Betsy <Shaw.Betsy@epa.gov>  
**Sent:** Wednesday, January 13, 2021 11:24 AM  
**To:** Grundler, Christopher <grundler.christopher@epa.gov>; Kocchi, Suzanne <Kocchi.Suzanne@epa.gov>  
**Cc:** Monroe, Scott <Monroe.Scott@epa.gov>  
**Subject:** Next week

Hi Chris and Suzie,

Given the security concerns next week, I recommend that you encourage all of your staff to work remotely Jan. 18 – 22nd and not come into our building. I expect we'll see some kind of formal communication from OMS on this but I would recommend you send the message through your managers now. I do not recommend circulating the notice below that USAID sent to their staff (and Jon Edwards passed on to me), but it will give you a sense of the extent of the concerns. Sobering. I'll keep you posted on what more I hear.

Thanks,

Betsy

----- Forwarded message -----

**From:** **USAID ENS Alert** <Alert-477758-120857203@secure02.athocalerts.com>  
**Date:** Tue, Jan 12, 2021 at 3:26 PM  
**Subject:** NCR Security Preparations

# NCR Security Preparations

Severity: **Informational**    Type: **Safety**

There are reports of credible threats against federal and state governments for the weekend of January 16th. USAID staff should maximize telework and reschedule all events that require traveling to downtown Washington, DC from January 12 - 25, 2021.

The FBI warns that armed demonstrations are expected in all 50 state capitals, including Washington, DC, during the weekend of January 16th. It also warns there are credible reports of an armed group intending to travel to Washington, DC that weekend. One group reportedly called for the storming of state and federal buildings if President Trump is removed from office prior to the Inauguration. There are also reports that far-right groups are calling for the targeting of public infrastructure.

At least 16 demonstrations are being planned for DC beginning on Saturday, January 16th. The Mayor of DC has called on the federal government to deny permit applications for demonstrations on federal property in advance of the Inauguration.

The White House has declared a state of emergency in Washington, DC from January 11 - 24, 2021. Among other things, this authorizes FEMA to identify, mobilize, and provide equipment and resources necessary to alleviate the impacts of the emergency. The Department of Homeland Security declared a National Security Special Event for the Inauguration from January 13 - 24.

The Department of Defense deployed 6,200 National Guards to DC following the events of January 6th for no less than 30 days. This number is expected to increase to 10,000 Guardsmen by the weekend and up to 15,000 Guardsmen by the Inauguration. The National Guard members will be armed.

The Mayor of DC has declared a state of emergency from January 6 - 21, which grants authority to implement measures necessary to protect people and property in DC, including issuing a curfew, reducing or altering the hours of businesses and requesting assistance from the federal government. The Mayor of DC and Governors of Virginia and Maryland issued a joint statement on January 11th calling on area residents and all Americans to stay home and watch the Inauguration virtually.

Staff should expect an enhanced security cordon around the National Mall extending into downtown DC, and widespread street closures. The exact locations of the security cordon or street closures have not yet been announced.

There will be an enhanced security presence throughout the downtown area, to include armed National Guardsmen, Secret Service, FBI, and Metropolitan Police.

The Mayor of DC and Governors of VA and MD may impose curfew restrictions with little notice.

There may be unexpected cell phone outages in the event of an incident, and emergency response services may be slow to respond if they are dealing with multiple incidents.

Staff should plan to avoid downtown Washington, DC, and maximize telework starting tomorrow, January 13th, until January 25th.

Staff should take preparedness measures prior to next week, including shopping for groceries, filling critical prescriptions, and taking care of any personal appointments or tasks that would allow you to stay home next week.

Staff should avoid heavily populated areas next week, including major transportation hubs and areas that may be "hot spots" for demonstrations or protests.

Staff are encouraged to monitor local media and social media for up-to-date information, including:

DC                                      Police                                      Traffic                                      (@DCPoliceTraffic)  
DC                                      Police                                      Department                                      (@DCPoliceDept)  
DC                                      Mayor's                                      Office                                      (@DCMayorsOffice;                                      @MayorBowser)  
DC City Government will be sending text alerts on public safety, street closures, weather alerts,  
transit                                      updates,                                      and                                      more.

Given the fluidity of preparations and the ongoing threats, USAID Command Center will continue  
to                      inform                      staff                      as                      additional                      information                      is                      released.

Please contact the USAID Command Center at 202-712-1234x7 with any questions.

For more info, [click here](#).

Published on: 01/12/2021 15:25:40 (UTC-05:00) Eastern Time (US & Canada) By: White, Jonathan  
(SEC/OD).

Sent by: US Agency for International Development. To change your profile, add/delete contact  
numbers or email addresses, [click here](#).

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Message

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**From:** Henning, Julie [henning.julie@epa.gov]  
**Sent:** 1/13/2021 4:44:40 PM  
**To:** Shaw, Betsy [Shaw.Betsy@epa.gov]; Dunham, Sarah [Dunham.Sarah@epa.gov]; Hengst, Benjamin [Hengst.Benjamin@epa.gov]  
**CC:** Monroe, Scott [Monroe.Scott@epa.gov]  
**Subject:** RE: Next week  
**Attachments:** Civil Unrest Guidance Document.docx

Hi Betsy,

Ruth is planning to attend a meeting today with Kelly at noon – here is the document that was circulated in prep for that meeting. Ruth thinks Kelly is likely having multiple meetings for different audiences.

Thanks  
Julie

---

**From:** Shaw, Betsy <Shaw.Betsy@epa.gov>  
**Sent:** Wednesday, January 13, 2021 11:32 AM  
**To:** Dunham, Sarah <Dunham.Sarah@epa.gov>; Hengst, Benjamin <Hengst.Benjamin@epa.gov>; Henning, Julie <henning.julie@epa.gov>  
**Cc:** Monroe, Scott <Monroe.Scott@epa.gov>  
**Subject:** RE: Next week

I'm not surprised about the USAID notice making the rounds Sarah. I've sent it to Donna and Lynnann hoping to spur a similar communication from EPA, which would be preferable. We'll see what the day brings.

---

**From:** Dunham, Sarah <Dunham.Sarah@epa.gov>  
**Sent:** Wednesday, January 13, 2021 11:30 AM  
**To:** Shaw, Betsy <Shaw.Betsy@epa.gov>; Hengst, Benjamin <Hengst.Benjamin@epa.gov>; Henning, Julie <henning.julie@epa.gov>  
**Cc:** Monroe, Scott <Monroe.Scott@epa.gov>  
**Subject:** RE: Next week

Thanks Betsy. We will send a note around—I'll note that Jon forwarded the USAID note to all of his staff, and that note is now bouncing around through staff networks within OTAQ.

---

**From:** Shaw, Betsy <Shaw.Betsy@epa.gov>  
**Sent:** Wednesday, January 13, 2021 11:20 AM  
**To:** Dunham, Sarah <Dunham.Sarah@epa.gov>; Hengst, Benjamin <Hengst.Benjamin@epa.gov>; Henning, Julie <henning.julie@epa.gov>  
**Cc:** Monroe, Scott <Monroe.Scott@epa.gov>  
**Subject:** Next week

Hi Sarah, Ben and Julie,

Given the security concerns next week, I recommend that you encourage all of your staff to work remotely Jan. 18 – 22nd and not come into our buildings. While the greatest threats seem to be focused on DC, all Federal facilities are at some degree of risk, so you may want to extend that message to NVFEL staff as well. I expect we'll see some kind of

formal communication from OMS on this but I would recommend you send the message through your managers now. I do not recommend circulating the notice below that USAID sent to their staff (and Jon Edwards passed on to me), but it will give you a sense of the extent of the concerns. Sobering. I'll keep you posted on what more I hear.

Julie, I'm wondering if you or Ruth were part of a call with Kelly Glazier on this topic yesterday. Let me know if that's the case and whether Kelly handed out a best practices document I've heard tell of. If so, please share. If not, I'll try to track it down and share with you.

Thanks,

Betsy

----- Forwarded message -----

From: **USAID ENS Alert** <[Alert-477758-120857203@secure02.athocalerts.com](mailto:Alert-477758-120857203@secure02.athocalerts.com)>

Date: Tue, Jan 12, 2021 at 3:26 PM

Subject: NCR Security Preparations

## NCR Security Preparations

Severity: **Informational** Type: **Safety**

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DC Police Traffic (@DCPoliceTraffic)  
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DC City Government will be sending text alerts on public safety, street closures, weather alerts, transit updates, and more.

Given the fluidity of preparations and the ongoing threats, USAID Command Center will continue to inform staff as additional information is released.

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Published on: 01/12/2021 15:25:40 (UTC-05:00) Eastern Time (US & Canada) By: White, Jonathan (SEC/OD).

Sent by: US Agency for International Development. To change your profile, add/delete contact numbers or email addresses, [click here](#).

Message

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**From:** Grundler, Christopher [grundler.christopher@epa.gov]  
**Sent:** 1/13/2021 5:14:38 PM  
**To:** Shaw, Betsy [Shaw.Betsy@epa.gov]; Kocchi, Suzanne [Kocchi.Suzanne@epa.gov]  
**CC:** Monroe, Scott [Monroe.Scott@epa.gov]  
**Subject:** RE: Next week

Sobering indeed. Will spread the word

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Christopher Grundler, Director  
Office of Atmospheric Programs  
U.S. Environmental Protection Agency  
202.343.9140 (o)  
734.645.5221 (m)

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**From:** Shaw, Betsy <Shaw.Betsy@epa.gov>  
**Sent:** Wednesday, January 13, 2021 11:24 AM  
**To:** Grundler, Christopher <grundler.christopher@epa.gov>; Kocchi, Suzanne <Kocchi.Suzanne@epa.gov>  
**Cc:** Monroe, Scott <Monroe.Scott@epa.gov>  
**Subject:** Next week

Hi Chris and Suzie,

Given the security concerns next week, I recommend that you encourage all of your staff to work remotely Jan. 18 – 22nd and not come into our building. I expect we'll see some kind of formal communication from OMS on this but I would recommend you send the message through your managers now. I do not recommend circulating the notice below that USAID sent to their staff (and Jon Edwards passed on to me), but it will give you a sense of the extent of the concerns. Sobering. I'll keep you posted on what more I hear.

Thanks,

Betsy

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Published on: 01/12/2021 15:25:40 (UTC-05:00) Eastern Time (US & Canada) By: White, Jonathan  
(SEC/OD).

Sent by: US Agency for International Development. To change your profile, add/delete contact  
numbers or email addresses, [click here](#).

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Message

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**From:** Monroe, Scott [Monroe.Scott@epa.gov]  
**Sent:** 1/14/2021 12:58:27 AM  
**To:** Shaw, Betsy [Shaw.Betsy@epa.gov]  
**Subject:** FW: HQ Building Access and Operating Status Notification

Just amazing. I do not use Twitter, and I doubt I'm alone.

---

**From:** HQ\_Facilities\_Updates <HQ\_Facilities\_Updates@epa.gov>  
**Sent:** Wednesday, January 13, 2021 6:28 PM  
**To:** All HQ Feds-nonFeds <All\_HQ\_Feds-nonFeds@epa.gov>  
**Subject:** HQ Building Access and Operating Status Notification



EPA HQ buildings will close most entrances beginning on January 15, 2021 through January 23, 2021. The entrances listed below will remain open during this period:

- WJC North Main Lobby (24/7)
- WJC West Main Lobby (24/7)
- WJC North Courtyard (no pedestrian access after 9am daily)
- RRB tower turnstile entrance (24/7).

These entrances are subject to intermittent closures if security conditions change.

There are reports of credible threats against federal and state governments for the weekend of January 16 continuing through Inauguration Day on January 20. EPA employees should continue to maximize telework and reschedule events that require traveling to downtown Washington, DC from January 15 - 23, 2021.

Once the United States Secret Service establishes the security perimeter around the Federal Triangle and adjacent areas, building access may be further restricted and remaining open entrances may be closed. In addition, the Secret Service may expand the security perimeter or add additional road closures without notice. The RRB Parking Garage remains open at this time to monthly parkers with PIV badges.

Staff should expect an enhanced security perimeter around the National Mall extending into downtown DC, and widespread street closures. Effective Wednesday, January 13 road closures have begun. For a list of current road closures, please refer to: <https://twitter.com/DCPoliceTraffic/status/1349361412045418496>.

There will be an enhanced security presence throughout the downtown area, to include armed National Guardsmen, Secret Service, FBI, Metropolitan Police, and other local and federal law enforcement.

Staff are encouraged to monitor local media and social media for up-to-date information, including:

DC Police Traffic (@DCPoliceTraffic)

DC Police Department (@DCPoliceDept)

DC Mayor's Office (@DCMayorsOffice; @MayorBowser)

Updates to building access and operating status will be sent to staff as information becomes available.





Message

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**From:** Jackson, Yvette [Jackson.Yvette@epa.gov]  
**Sent:** 1/14/2021 10:36:09 PM  
**To:** Shaw, Betsy [Shaw.Betsy@epa.gov]; Bellerose, William [Bellerose.William@epa.gov]  
**Subject:** RE: Access lit for GSA and EPA -- IMPORTANT ACTION ITEM

Thanks Betsy.

---

**From:** Shaw, Betsy <Shaw.Betsy@epa.gov>  
**Sent:** Thursday, January 14, 2021 5:32 PM  
**To:** Jackson, Yvette <Jackson.Yvette@epa.gov>; Bellerose, William <Bellerose.William@epa.gov>  
**Subject:** FW: Access lit for GSA and EPA -- IMPORTANT ACTION ITEM  
**Importance:** High

Hi Yvette and Bill,

Please add the following names from the Office of Air and Radiation to your list for the Secret Service of EPA employees who may need to enter Federal Triangle between tomorrow (Friday) through Inauguration:

1. Jonathan Edwards, Director, Office of Radiation and Indoor Air, OAR --- SCIF and SAF access as needed during an emergency
2. Lee Veal, Director Radiation Protection Division, Office of Radiation and Indoor Air, OAR--- SCIF and SAF access as needed during an emergency

Please note that Jon and Lee would only need to enter Federal Triangle should there be a significant emergency that would require them to meet in the SCIF or SAF for classified information related to an attack. Otherwise, we do not expect any OAR to enter Federal Triangle except for the current political appointees who are in various stages of off-boarding whose names I understand you already have.

Please let me know if you need any additional information.

Thank you,

Betsy

---

**From:** Vizian, Donna <Vizian.Donna@epa.gov>  
**Sent:** Thursday, January 14, 2021 12:57 PM  
**To:** Career Deputy Assistant Administrators <Career\_Deputy\_Assistant\_Administrators@epa.gov>  
**Cc:** Jackson, Yvette <Jackson.Yvette@epa.gov>; Bellerose, William <Bellerose.William@epa.gov>  
**Subject:** FW: Access lit for GSA and EPA -- IMPORTANT ACTION ITEM

Hi Everyone, please see below. Do you need to have anyone in tomorrow through Wednesday? If you do, please send the names to Yvette and Bill Bellerose (copied here). If a name is not sent to the secret service, the person will not be allowed in.

---

**From:** Jackson, Yvette <Jackson.Yvette@epa.gov>  
**Sent:** Thursday, January 14, 2021 12:51 PM  
**To:** Hitchens, Lynnann <hitchens.lynnann@epa.gov>; Vizian, Donna <Vizian.Donna@epa.gov>  
**Cc:** Daniels, Alva <daniels.alva@epa.gov>  
**Subject:** RE: Access lit for GSA and EPA -- IMPORTANT ACTION ITEM

Tomorrow through inauguration day.

---

**From:** Hitchens, Lynnann <[hitchens.lynnann@epa.gov](mailto:hitchens.lynnann@epa.gov)>  
**Sent:** Thursday, January 14, 2021 12:49 PM  
**To:** Jackson, Yvette <[Jackson.Yvette@epa.gov](mailto:Jackson.Yvette@epa.gov)>; Vizian, Donna <[Vizian.Donna@epa.gov](mailto:Vizian.Donna@epa.gov)>  
**Cc:** Daniels, Alva <[daniels.alva@epa.gov](mailto:daniels.alva@epa.gov)>  
**Subject:** RE: Access lit for GSA and EPA -- IMPORTANT ACTION ITEM

What is the timeframe for the access? Tomorrow through Inauguration Day? Through the end of next week?

Thanks,

Lynnann

Lynnann Hitchens  
*Acting Deputy Assistant Administrator for  
Administration and Resources Management  
Office of Mission Support  
US EPA  
P: 202-564-3184  
M: 202-617-0738*

---

**From:** Jackson, Yvette <[Jackson.Yvette@epa.gov](mailto:Jackson.Yvette@epa.gov)>  
**Sent:** Thursday, January 14, 2021 12:47 PM  
**To:** Vizian, Donna <[Vizian.Donna@epa.gov](mailto:Vizian.Donna@epa.gov)>; Hitchens, Lynnann <[hitchens.lynnann@epa.gov](mailto:hitchens.lynnann@epa.gov)>  
**Cc:** Daniels, Alva <[daniels.alva@epa.gov](mailto:daniels.alva@epa.gov)>  
**Subject:** FW: Access lit for GSA and EPA -- IMPORTANT ACTION ITEM  
**Importance:** High

Good afternoon Donna and Lynnann,

Bill Bellerose received a call from the USSS requesting a list of employees deemed essential and need access to the facility beyond tomorrow. The list was requested by this afternoon but we could possibly put it off until tomorrow morning. See Bill's short note below and let me know if you have questions.

Thanks,  
Yvette

---

**From:** Bellerose, William <[Bellerose.William@epa.gov](mailto:Bellerose.William@epa.gov)>  
**Sent:** Thursday, January 14, 2021 12:03 PM  
**To:** Stewart, Neil <[Stewart.Neil@epa.gov](mailto:Stewart.Neil@epa.gov)>; [kevin.sheesley@gsa.gov](mailto:kevin.sheesley@gsa.gov); Karlton Chesson - WPM1D <[karlton.chesson@gsa.gov](mailto:karlton.chesson@gsa.gov)>; Zanaya Donato - WPM1D <[zanaya.donato@gsa.gov](mailto:zanaya.donato@gsa.gov)>; [james.duvall@gsa.gov](mailto:james.duvall@gsa.gov)  
**Cc:** HQSECURITY <[HQSECURITY@epa.gov](mailto:HQSECURITY@epa.gov)>  
**Subject:** Access lit for GSA and EPA  
**Importance:** High

Neil and GSA Team,

I just received a call from Secret Service and they have requested a list of all the staff that are deemed essential and will require building access during the Inauguration. The Secret Service is requesting that this list be provided to them today, but it may be tomorrow.

They are looking to begin securing the building tomorrow and the list will be used by the Secret Service to determine who is supposed to be in the building.

Please send me the access lists so I can send them on to the Secret Service.

Thank you,

William "Bill" Bellerose  
Security Specialist  
Headquarters Operations Branch  
Facilities Management and Services Division  
Desk: (202) 566-2191  
Cell phone: (202) 510-5831

Message

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**From:** Veal, Lee [Veal.Lee@epa.gov]  
**Sent:** 1/15/2021 3:09:32 PM  
**To:** Snead, Kathryn [Snead.Kathryn@epa.gov]  
**CC:** Edwards, Jonathan [Edwards.Jonathan@epa.gov]; Cherepy, Andrea [Cherepy.Andrea@epa.gov]; Yale, Kenneth [yale.kenneth@epa.gov]; Prioleau, Wagnus [prioleau.wagnus@epa.gov]; White, Rick [White.Rick@epa.gov]; Wieder, Jessica [Wieder.Jessica@epa.gov]; Shaw, Betsy [Shaw.Betsy@epa.gov]; Schultheisz, Daniel [Schultheisz.Daniel@epa.gov]; Boyd, Mike [Boyd.Mike@epa.gov]; DeCair, Sara [DeCair.Sara@epa.gov]; Ralston, Lowell [Ralston.Lowell@epa.gov]; Wilds, Edward [Wilds.Edward@epa.gov]; Hudson, Tonya [hudson.tonya@epa.gov]; Stafford, Andrea [Stafford.Andrea@epa.gov]; Wayland, Richard [Wayland.Richard@epa.gov]; Bunker, Byron [bunker.byron@epa.gov]; Campbell, Ann [Campbell.Ann@epa.gov]  
**Subject:** Re: Forwarded upon Request -- ERG instructions for Presidential Inauguration

Thank you Kathryn.

Sent from my iPhone

On Jan 15, 2021, at 9:44 AM, Snead, Kathryn <Snead.Kathryn@epa.gov> wrote:

To all,

Please see below an important forwarded message from the EPA COOP Coordinator. Let me know if you have any questions or concerns. Thanks.

Kathryn Snead  
OAR COOP Coordinator

Good afternoon ERG Personnel,

As you know, the DC metropolitan area is under a heightened alert, in anticipation of next week's Presidential Inauguration. As in past years, FEMA and the White House will be issuing a Continuity of Government, or COGCON change notification, in advance of the Inauguration on January 20. Once the EPA Headquarters COOP team receives the COGCON change notice, we will send an Everbridge alert notification to all Emergency Relocation Group (ERG) personnel, announcing that COGCON change. Please be advised that, in the event of an emergency surrounding the Inauguration, we may activate COOP and request that ERG members be telework ready. While significant on-site presence at Mount Weather for a COOP activation is not anticipated, please be aware that FEMA is requiring a negative COVID-19 test result for access to the facility. FEMA has informed us that they will have rapid COVID-19 testing capability on-site and available to personnel entering the facility. If COOP is activated, we will send out a separate Everbridge notification, with further instructions for ERG members on the support posture and protocols. Please make sure that you pay particular attention to any Everbridge notifications that you receive over the next few days.

Thanks

Joe Vescio

Joseph P. Vescio  
Senior Program Coordinator/National Continuity Program Manager  
U.S. EPA/Office of Emergency Management  
1200 Pennsylvania Ave, W.J. Clinton Federal Building, MC 5104A  
Washington, DC 20460  
[vescio.joseph@epa.gov](mailto:vescio.joseph@epa.gov)  
work: 202-564-2522  
cell: 202-641-7355

Message

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**From:** Campbell, Ann [Campbell.Ann@epa.gov]  
**Sent:** 1/25/2021 2:58:11 PM  
**To:** Millett, John [Millett.John@epa.gov]; Shaw, Betsy [Shaw.Betsy@epa.gov]  
**Subject:** FW: Message from Radhika Fox, Acting Assistant Administrator for OW

FYSA

Ann (Campbell) Ferrio  
Chief of Staff  
EPA/Office of Air and Radiation  
Office: 202 566 1370

---

**From:** Fox, Radhika <Fox.Radhika@epa.gov>  
**Sent:** Monday, January 25, 2021 9:57 AM  
**To:** OW-EVERYONE-HQ\_SG <OWEVERYONEHQ@epa.gov>  
**Subject:** Message from Radhika Fox, Acting Assistant Administrator for OW

Good Morning, Office of Water!

Please allow me to introduce myself. My name is Radhika Fox, and I am honored and humbled to serve the Biden Administration as Principal Deputy Assistant Administrator and Acting Assistant Administrator for OW. I am very excited to work with you all to achieve our many, many shared goals.

I became acutely aware of the importance of clean and reliable water at a very young age. Living in the U.S. and visiting my extended family's home in India—where we relied on drinking water from a well and pit latrines to handle wastewater—I learned that water is a powerful force for economic opportunity and community well-being. While our nation's water systems are largely invisible, I learned at a young age that they are the lifeblood of our communities. These early experiences set my professional trajectory. I spent the last five years as the US Water Alliance and several years before that at the San Francisco Public Utilities Commission. On January 20, 2021, I was sworn in to my new position at EPA. I am proud to be the first woman of color to serve in this position for OW.

This is an exciting time to be at the EPA. OW will play a key role in the Biden Administration's plan to build back better. Our nation faces both great challenges and great opportunities, and I wish to work with you to ensure that water has a central role in tackling the multiple, compounding crises that face our nation—COVID-19, economic recession, racial injustice, and the climate crisis. **I am also deeply committed to working with you.** While the norms of decency, inclusion, transparency, collaboration, accountability, data, and science begin at the top (with President Biden and Vice President Harris), they are also deeply rooted in me. These norms will guide our work as we use EPA regulations, grants, voluntary programs, and partnerships to benefit communities. I also bring a **strong focus on people**—together we can foster a culture of collaboration that leverages the incredible talent across the team at OW to improve outcomes for the people we serve across the country.

I've had the pleasure of virtually meeting several of OW's senior leaders and I look forward to getting to know all of you. I have asked to set up an OW All Hands in the near future. Please be on the lookout for that invitation as I hope you all will join.

In Partnership,  
Radhika

Radhika Fox  
Acting Assistant Administrator

Office of Water, EPA  
[Fox.Radhika@epa.gov](mailto:Fox.Radhika@epa.gov)

**From:** Spenillo, Justin [Spenillo.Justin@epa.gov]  
**Sent:** 11/2/2020 7:06:30 PM  
**To:** Shaw, Betsy [Shaw.Betsy@epa.gov]  
**CC:** Viswanathan, Krishna [Viswanathan.Krishna@epa.gov]  
**Subject:** FYI - Potential Extension Rationale

Betsy – Below is some material that we prepared for Michelle for our Monthly check-in later this week in the possibility that an extension gets discussed later in the month. - Justin

\*\*\*\*\*

**LRC Transition / Extension Possibility\***

## **Ex. 5 Deliberative Process (DP)**

- **Lead Region Program investment.** **Ex. 5 Deliberative Process (DP)**

## **Ex. 5 Deliberative Process (DP)**

- **Regional Administrative Burden** **Ex. 5 Deliberative Process (DP)**

## **Ex. 5 Deliberative Process (DP)**

- **Election Year Transitions** **Ex. 5 Deliberative Process (DP)**

## **Ex. 5 Deliberative Process (DP)**

- **Virtual Transition** **Ex. 5 Deliberative Process (DP)**

## **Ex. 5 Deliberative Process (DP)**



- COVID.

## Ex. 5 Deliberative Process (DP)

### Ex. 5 Deliberative Process (DP)



Justin Spenillo | Office of Air & Radiation

Lead Region Coordinator

U.S. EPA Region 10 | Seattle, WA

(206) 553-6125 | [spenillo.justin@epa.gov](mailto:spenillo.justin@epa.gov)

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Message

**From:** Sandfoss, Kristina [Sandfoss.Kristina@epa.gov]  
**Sent:** 10/22/2020 7:37:29 PM  
**To:** White, Elizabeth [white.elizabeth@epa.gov]; Hope, Brian [Hope.Brian@epa.gov]; Dziadosz, Anna [dziadosz.anna@epa.gov]; Grantham, Nancy [Grantham.Nancy@epa.gov]; Block, Molly [block.molly@epa.gov]; Brazauskas, Joseph [brazauskas.joseph@epa.gov]; Richardson, RobinH [Richardson.RobinH@epa.gov]; Epp, Timothy [Epp.Timothy@epa.gov]; Walker, Denise [Walker.Denise@epa.gov]; Rementer, Nicole [rementer.nicole@epa.gov]  
**CC:** Shaw, Betsy [Shaw.Betsy@epa.gov]; Harlow, David [harlow.david@epa.gov]; Shoaff, John [Shoaff.John@epa.gov]; Lubetsky, Jonathan [Lubetsky.Jonathan@epa.gov]; Doster, Brian [Doster.Brian@epa.gov]; Hamilton, Sabrina [Hamilton.Sabrina@epa.gov]  
**Subject:** Awareness Notification: Final - EPA-HQ-2019-009227 - Emails regarding California, Air Quality, Trump  
**Attachments:** EPA-HQ-2019-009227 OCT2020 Production.pdf

Good afternoon,

OAR is responding to the above-referenced FOIA request. We are providing this awareness notification email pursuant to the Chief of Staff's November 16, 2018 memorandum "Awareness Notification Process for Select Freedom of Information Act Releases." Recipients of this email have up to three business days following transmission of this email to review the documents to be released.

There is no requirement for you to respond to this email or otherwise take action. The Action Office has completed review and obtained management approval consistent with the agency's FOIA policy and procedures.

After 4 p.m. on the third business day after transmission of this email, the Action Office will issue the Agency's FOIA determination to the requester. The determination will be issued promptly, but in no event later than one business day following completion of the three-day awareness notification period.

The information provided below is consistent with Paragraph 4 of the above-referenced November 16, 2018 memorandum.

| OAR                |                 |                        |                             |                                      |                                                                                                                                                                                                                                                                                     |                           |                                |
|--------------------|-----------------|------------------------|-----------------------------|--------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|--------------------------------|
| FOIA ID            | Requester       | Requester Organization | Date FOIA Request Perfected | Date sent for Awareness Notification | Brief description of request as clarified                                                                                                                                                                                                                                           | Interim or Final Response | Number of Records and/or pages |
| EPA-HQ-2019-009227 | Johanna Albaugh | Restore Public Trust   | 10/11/2019                  | 10/22/2020                           | Pursuant to the Freedom of Information Act, Restore Public Trust requests access to and copies of any correspondence sent by or sent to Andrew Wheeler, Anne Idsal, Elizabeth Shaw, or Clint Woods since and including August 1, 2019 and the date this request is processed, which | Final                     | 77 records / 303 pages         |

|  |  |  |  |  |                                                                                                                                                                                                                                                                                                                      |  |  |
|--|--|--|--|--|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|
|  |  |  |  |  | <p>includes the following search terms:</p> <ul style="list-style-type: none"> <li>• "California" AND ("EPA" OR "Environmental Protection Agency")</li> <li>• "California" AND "Trump"</li> <li>• "California" AND ("Air Quality" OR "Air-Quality")</li> <li>• "California" AND "Transportation Project!"</li> </ul> |  |  |
|--|--|--|--|--|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|

The following offices have equities in these records and have reviewed the relevant records:

AO / DOJ / DOT / OGC / OW

The manager who approved this release is: John Shoaff

The records are:

☒ X\_ attached

☐ may be found at the following link:

☐ no records

Thank you!

*Kristina Sandfoss*  
*Office of Air and Radiation – Office of Air Policy & Program Support*  
*U.S. Environmental Protection Agency Headquarters*  
*1200 Pennsylvania Avenue NW, Washington, DC 20460*  
*202-564-7177 WJC-N 5442R*  
*pronouns: she / her / hers*

Message

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**From:** Carpenter, Wesley [Carpenter.Wesley@epa.gov]  
**Sent:** 10/2/2020 8:09:54 PM  
**To:** Shoaff, John [Shoaff.John@epa.gov]; Cortes, Emilio [Cortes.Emilio@epa.gov]  
**CC:** Campbell, Ann [Campbell.Ann@epa.gov]; Lubetsky, Jonathan [Lubetsky.Jonathan@epa.gov]; Shaw, Betsy [Shaw.Betsy@epa.gov]; Atkinson, Emily [Atkinson.Emily@epa.gov]  
**Subject:** RE: Update on Presidential Transition Requirements - Next Steps on Briefing Materials

Thanks, John. I appreciate the response. Have a nice weekend.

Wes

---

**From:** Shoaff, John <Shoaff.John@epa.gov>  
**Sent:** Friday, October 02, 2020 2:57 PM  
**To:** Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Cortes, Emilio <Cortes.Emilio@epa.gov>  
**Cc:** Campbell, Ann <Campbell.Ann@epa.gov>; Lubetsky, Jonathan <Lubetsky.Jonathan@epa.gov>; Shaw, Betsy <Shaw.Betsy@epa.gov>  
**Subject:** RE: Update on Presidential Transition Requirements - Next Steps on Briefing Materials

Wes, Emilio,

Good afternoon. No new cross-cutting paper proposals or hot topics to add from OAR. Will stand by to help populate with relevant air content where needed and have been doing some of this already. Best,

John

**JOHN SHOAFF** | DIRECTOR  
OFFICE OF AIR POLICY & PROGRAM SUPPORT (OAPPS)  
OFFICE OF AIR & RADIATION | U.S. EPA | WJC NORTH 5442-C  
1200 PENNSYLVANIA AVE. NW | MC 6103A | WASHINGTON, D.C. | 20460 | USA  
[Shoaff.John@epa.gov](mailto:Shoaff.John@epa.gov) | 1-202-564-0531 DIRECT | 1-202-257-1755 MOBILE

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**From:** Cortes, Emilio <Cortes.Emilio@epa.gov>  
**Sent:** Tuesday, September 22, 2020 12:08 PM  
**To:** PresidentialTransitionCoordinators\_SG <PresidentialTransitionCoordinators\_SG@epa.gov>  
**Cc:** Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Poole, Laura <Poole.Laura@epa.gov>  
**Subject:** FW: Update on Presidential Transition Requirements - Next Steps on Briefing Materials

Transition Coordinators,

Please see attached information that was shared by Wes.

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**From:** Carpenter, Wesley <Carpenter.Wesley@epa.gov>  
**Sent:** Monday, September 21, 2020 3:29 PM  
**To:** Leadership\_Deputy\_Assistant\_Administrators <Leadership\_Deputy\_Assistant\_Administrators@epa.gov>; Leadership\_Deputy\_Regional\_Administrators <Leadership\_Deputy\_Regional\_Administrators@epa.gov>  
**Cc:** Benevento, Douglas <benevento.douglas@epa.gov>; Gunasekara, Mandy <gunasekara.Mandy@epa.gov>; Darwin, Henry <darwin.henry@epa.gov>; AO Staff Office Directors and AA's <AO\_Staff\_Office\_Directors\_and\_AAs@epa.gov>; Regional Mission Support Division - Directors <Regional\_Mission\_Support\_Division\_Directors@epa.gov>; Regional Mission Support Division - Deputy Directors <Regional\_Mission\_Support\_Division\_Deputy\_Directors@epa.gov>; HQ-COS

<HQ-COS@epa.gov>; Leadership\_Regional\_Administrators <Leadership\_Regional\_Administrators@epa.gov>;  
Leadership\_Assistant\_Administrators <Leadership\_Assistant\_Administrators@epa.gov>;  
Leadership\_Associate\_Administrators <Leadership\_Associate\_Administrators@epa.gov>; Regional\_Chiefs\_of\_Staff  
<Regional\_Chiefs\_of\_Staff@epa.gov>; Presidential\_Transition\_Coordinators  
<Presidential\_Transition\_Coordinators@epa.gov>; Coxen, Carrie <coxen.carrie@epa.gov>; Cortes, Emilio  
<Cortes.Emilio@epa.gov>; Poole, Laura <Poole.Laura@epa.gov>; Sullivan, Melissa <sullivan.melissa@epa.gov>;  
Atkinson, Emily <Atkinson.Emily@epa.gov>; Leadership\_Deputy\_Associate\_Administrators  
<Leadership\_Deputy\_Associate\_Administrators@epa.gov>

**Subject:** Update on Presidential Transition Requirements - Next Steps on Briefing Materials

DAAs/DRAs:

Good afternoon. I trust everyone had a nice weekend enjoying the last days of summer. As the end of the fiscal year approaches, I am providing you with another update on the status of the agency's Presidential Transition activities. Since my last email, OMB and GSA distributed the attached executive memo (Memo M-20-33) on September 4, 2020, providing supplemental guidance on Presidential Transition preparations which reinforce requirements that all executive agencies and departments must complete prior to the upcoming election. The agency has already completed two of three requirements, including designating an agency transition director and completing and submitting its succession plan to OMB, OPM and GSA last week. The third and final requirement is to create or update briefing materials, which is well underway. The EPA's Presidential Transition Coordinators have started to work on these briefing materials focusing on internal organizational strategic topics. The next step in completing this final requirement is to create or update briefing materials on cross agency issues and hot topics, which will require collaboration amongst the NPMs, Regions and the AO. The internal agency deadline for completing these briefing materials is October 16 and the external OMB, OPM and GSA deadline is November 1.

Robin Richardson, Nancy Grantham, Deb Jordan and I have been assessing the cross agency issues and hot topics over the last week to provide the NPMs, Regions and the AO a baseline to determine which issues and topics need to be included in the briefing materials. Deb Jordan has been working with each region on their briefing materials to ensure consistency on common regional themes and independence on specific regional themes. Robin Richardson developed the attached Excel spreadsheet for the AO and NPMs on cross agency issues and hot topics leveraging data from the 2016 Presidential Transition SharePoint site as well as data from recent budget fact sheets. The spreadsheet has a separate workbook for each organization to use in determining which cross agency issues and hot topics warrant briefing papers. Robin Richardson, Nancy Grantham and I used the spreadsheet to identify the AO cross agency issues and hot topics, which are listed on the attached Microsoft Word document. Now I need the NPMs to go through the same process as the AO to identify the cross agency issues and hot topics that warrant briefing papers and use the attached template to list them. I am requesting that you submit the list of the NPM cross agency issues and hot topics to me by COB Friday, October 2, 2020. At that time, the lead NPM will coordinate and collaborate with other NPMs, Regions and the AO to complete the briefing papers by COB Friday, October 16.

As always, I want to personally thank you and your coordinators for the assistance and support on the Presidential Transition activities thus far. I look forward to continuing to provide you updates periodically and complete the last requirement by the statutory mandated deadline. In the interim, please feel free to reach out to me if you have any questions or need further assistance. Thanks, and have a nice day.

Wes

Wesley J. Carpenter  
Acting Deputy Chief of Staff  
EPA's Office of the Administrator  
Tel. No.: 202-564-2019  
Cell Phone: 202-497-4392  
E-mail: [carpenter.wesley@epa.gov](mailto:carpenter.wesley@epa.gov)

---

**From:** Carpenter, Wesley .

**Sent:** Friday, August 21, 2020 3:02 PM

**To:** Leadership\_Deputy\_Assistant\_Administrators <Leadership\_Deputy\_Assistant\_Administrators@epa.gov>; Leadership\_Deputy\_Regional\_Administrators <Leadership\_Deputy\_Regional\_Administrators@epa.gov>

**Cc:** Benevento, Douglas <benevento.douglas@epa.gov>; Gunasekara, Mandy <gunasekara.Mandy@epa.gov>; AO Staff Office Directors and AA's <AO\_Staff\_Office\_Directors\_and\_AAs@epa.gov>; Regional Mission Support Division - Directors <Regional\_Mission\_Support\_Division\_Directors@epa.gov>; Regional Mission Support Division - Deputy Directors <Regional\_Mission\_Support\_Division\_Deputy\_Directors@epa.gov>; HQ-COS <HQ-COS@epa.gov>; Poole, Laura <Poole.Laura@epa.gov>; Cortes, Emilio <Cortes.Emilio@epa.gov>; Sullivan, Melissa <sullivan.melissa@epa.gov>; Atkinson, Emily <Atkinson.Emily@epa.gov>; Leadership\_Assistant\_Administrators <Leadership\_Assistant\_Administrators@epa.gov>; Leadership\_Associate\_Administrators <Leadership\_Associate\_Administrators@epa.gov>; Leadership\_Regional\_Administrators <Leadership\_Regional\_Administrators@epa.gov>; Coxen, Carrie <coxen.carrie@epa.gov>; Darwin, Henry <darwin.henry@epa.gov>; Regional\_Chiefs\_of\_Staff <Regional\_Chiefs\_of\_Staff@epa.gov>

**Subject:** Presidential Transition Requirements - Next Steps

DAAs/DRAs:

Good afternoon. I am following up on the communications I distributed last month on the Presidential Transition requirements. First, I want to thank you for providing me your designated transition coordinators, so the AO can start to work with them on creating or updating the agency's briefing materials. Since my last email, the AO has revamped the EPA Presidential Transition SharePoint site to make it more user friendly and intuitive. We have also transferred the 2016 briefing materials to the revamped SharePoint site, so the transition coordinators have a starting point or baseline to begin the process of creating or updating these materials.

We will be reaching out to the transition coordinators next week to provide them access to the SharePoint site and guidance on creating or updating briefing materials. I am certain that your coordinators will be keeping you in the loop every step of way. The coordinators will have read/write privileges for their organizational folder and the Cross Agency Issues & Hot Topics folder; and read privileges on everything else contained on the SharePoint site. Please keep in mind that these briefing materials need to be created or updated by November 1, 2020.

I have also been keeping Doug and Mandy updated on progress being made on the agency's succession plan and briefing materials. Doug and Mandy have reached out to the AAs and RAs on designating a senior career executive to serve in those positions as part of our succession plan, which must be completed and submitted to OMB, GSA and OPM by September 15, 2020. That information will also be uploaded and available on the SharePoint site once our succession plan is finalized and submitted to OMB, GSA and OPM next month.

Finally, I have been participating in agency transition director council meetings with OMB, GSA and OPM to stay current on the federal transition activities. OMB, GSA and OPM are planning on providing guidance to agencies and departments on succession plans and briefing materials prior to our next meeting on September 9, 2020. I will be sure to share the substantive parts of the guidance with you once it is distributed.

I want to personally thank you for your continued support on this activity. I will certainly need it to continue as we transition from the summer to the fall. I plan on providing you updates periodically and on an as-needed basis. In the interim, please let me know if you have any questions. Thanks, and have a nice weekend.

Wes

Wesley J. Carpenter  
Acting Deputy Chief of Staff  
EPA's Office of the Administrator  
Tel. No.: 202-564-2019  
Cell Phone: 202-497-4392

E-mail: [carpenter.wesley@epa.gov](mailto:carpenter.wesley@epa.gov)

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**From:** Carpenter, Wesley

**Sent:** Thursday, July 30, 2020 6:04 PM

**To:** Leadership\_Deputy\_Assistant\_Administrators <[Leadership\\_Deputy\\_Assistant\\_Administrators@epa.gov](mailto:Leadership_Deputy_Assistant_Administrators@epa.gov)>;

Leadership\_Deputy\_Regional\_Administrators <[Leadership\\_Deputy\\_Regional\\_Administrators@epa.gov](mailto:Leadership_Deputy_Regional_Administrators@epa.gov)>

**Cc:** Benevento, Douglas <[benevento.douglas@epa.gov](mailto:benevento.douglas@epa.gov)>; Gunasekara, Mandy <[gunasekara.Mandy@epa.gov](mailto:gunasekara.Mandy@epa.gov)>; AO Staff Office Directors and AA's <[AO\\_Staff\\_Office\\_Directors\\_and\\_AAs@epa.gov](mailto:AO_Staff_Office_Directors_and_AAs@epa.gov)>; Regional Mission Support Division - Directors <[Regional\\_Mission\\_Support\\_Division\\_Directors@epa.gov](mailto:Regional_Mission_Support_Division_Directors@epa.gov)>; Regional Mission Support Division - Deputy Directors <[Regional\\_Mission\\_Support\\_Division\\_Deputy\\_Directors@epa.gov](mailto:Regional_Mission_Support_Division_Deputy_Directors@epa.gov)>; HQ-COS <[HQ-COS@epa.gov](mailto:HQ-COS@epa.gov)>; Poole, Laura <[Poole.Laura@epa.gov](mailto:Poole.Laura@epa.gov)>; Cortes, Emilio <[Cortes.Emilio@epa.gov](mailto:Cortes.Emilio@epa.gov)>; Sullivan, Melissa <[sullivan.melissa@epa.gov](mailto:sullivan.melissa@epa.gov)>; Atkinson, Emily <[Atkinson.Emily@epa.gov](mailto:Atkinson.Emily@epa.gov)>

**Subject:** Presidential Transition Communications

DAAAs/DRAs:

Good evening. As Summer is in full swing and Fall is right around the corner, we have numerous work-related activities ongoing to close out FY 2020 and initiate FY 2021, including addressing mission essential and mission support needs. This year we have an additional activity to prepare for as it is an election year. Under the auspices of the Presidential Transition Act of 1963 and subsequent statutory updates, including the Presidential Transition Enhancement Act of 2019, the agency has three major requirements to complete, including designation of a senior career employee as the Agency Transition Director, completion of succession plans and the creation or update of briefing materials. The first two requirements are being handled by the Administrator's Office whereas the third requirement will need the support of the NPMs, regions and the AO.

Doug Benevento has designated me to serve in the role of the Agency Transition Director for this election cycle, which addresses the first requirement. The second requirement is to develop succession plans for non-career positions by September 15, which is underway and will be completed by the deadline. The third and last requirement, creating or updating briefing materials, must be completed by November 1. This is the requirement where I will need your help. Specifically, I need each NPM, region and the AO to designate a transition coordinator who will serve as the primary POC for creating or updating briefing materials as well as sharing any relevant information on our Presidential Transition efforts. I am requesting you provide the name of your coordinator to Emilio Cortes and me via email by COB Friday, August 14.

Back in 2016, the agency created a SharePoint site for the Presidential Transition activities. Over the last month, I have reviewed the organization, structure and content of the site. Although the site is a good starting point for the 2020 Presidential Transition requirements, changes and updates are needed so the site is more user friendly. The AO is currently working on revamping the SharePoint site and will have it completed by mid-August. At that time, we will need your coordinator to manage and oversee creating or updating briefing materials on the SharePoint site for your organization.

Thanks for your assistance and support on this important activity. I will be sharing additional information with you on our Presidential Transition efforts over the coming months. In the interim, please let me know if you have any questions or need additional information. Have a nice evening.

Wes

Wesley J. Carpenter

Acting Deputy Chief of Staff

EPA's Office of the Administrator

ED\_013316P\_00001939-00004

Tel. No.: 202-564-2019

Cell Phone: 202-497-4392

E-mail: [carpenter.wesley@epa.gov](mailto:carpenter.wesley@epa.gov)



Message

**From:** Hyde, Courtney [Hyde.Courtney@epa.gov]  
**Sent:** 11/29/2020 9:19:54 PM  
**To:** Adams, Elizabeth [Adams.Elizabeth@epa.gov]; Lakin, Matt [Lakin.Matthew@epa.gov]  
**CC:** Wolfe, Michael [Wolfe.Michael@epa.gov]; LaRue, Steven [LaRue.Steven@epa.gov]; Shaw, Betsy [Shaw.Betsy@epa.gov]; Marusiak, Eleanor [Marusiak.Eleanor@epa.gov]; Machol, Ben [Machol.Ben@epa.gov]  
**Subject:** RE: Urgent TA Questions from Appropriations Staff

Elizabeth,

I am very grateful that you checked your email! We will move forward **Ex. 5 Deliberative Process (DP)**

**Ex. 5 Deliberative Process (DP)**

**Ex. 5 Deliberative Process (DP)** after inauguration and/or if the new administration is looking for new initiatives. If you want to chat about the **Ex. 5 Deliberative Process (DP)** Betsy and you and Matt....just let me know.

Thanks  
Courtney

---

**From:** Adams, Elizabeth <Adams.Elizabeth@epa.gov>  
**Sent:** Sunday, November 29, 2020 4:10 PM  
**To:** Hyde, Courtney <Hyde.Courtney@epa.gov>; Lakin, Matt <Lakin.Matthew@epa.gov>  
**Cc:** Wolfe, Michael <Wolfe.Michael@epa.gov>; LaRue, Steven <LaRue.Steven@epa.gov>; Shaw, Betsy <Shaw.Betsy@epa.gov>; Marusiak, Eleanor <Marusiak.Eleanor@epa.gov>; Machol, Ben <Machol.Ben@epa.gov>  
**Subject:** RE: Urgent TA Questions from Appropriations Staff

Courtney- thank you for reaching out to let us know about this effort. **Ex. 5 Deliberative Process (DP)**

**Ex. 5 Deliberative Process (DP)**

**Ex. 5 Deliberative Process (DP)**

**Ex. 5 Deliberative Process (DP)**

I think your urgent questions were answered by Mike but let me know if you need any additional information and I will track down Ben to discuss. Give me a call or text me at **Ex. 6 Personal Privacy (PP)**

BTW- the current 2020 wildfires have increased the amount of exceptional events we anticipate receiving by a significant number since there are many areas relying on 2020 monitoring data to determine attainment this year. Please let us know if there is a need to augment the current write-up in the future since we could add more detail for the R9 exceptional event workload.

Thanks again,  
Elizabeth

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**From:** Hyde, Courtney <Hyde.Courtney@epa.gov>  
**Sent:** Saturday, November 28, 2020 1:26 PM  
**To:** Adams, Elizabeth <Adams.Elizabeth@epa.gov>; Lakin, Matt <Lakin.Matthew@epa.gov>  
**Cc:** Wolfe, Michael <Wolfe.Michael@epa.gov>; LaRue, Steven <LaRue.Steven@epa.gov>; Shaw, Betsy <Shaw.Betsy@epa.gov>; Marusiak, Eleanor <Marusiak.Eleanor@epa.gov>; Machol, Ben <Machol.Ben@epa.gov>  
**Subject:** FW: Urgent TA Questions from Appropriations Staff

Elizabeth and Matt,

We have received a request from the Hill for Technical assistance on admin costs for DERA and Targeted Airshed (see email chain below). Way back in the summer, Ben Machol had reached out to me about the possibility of Congress providing O&M costs for Targeted Airshed, which gave us the idea for including the FTE for grants management specifically for Targeted Airshed in the FY 22 OMB submission. Ben and I had chatted about O&M (again in the early summer) and I believe Ben was going to check in with you for thoughts...which is why I am reaching out to you directly.

#### Ex. 5 Deliberative Process (DP)

### Ex. 5 Deliberative Process (DP)

anywhere. Given that we have to turn this around by 10:00am EST on Monday, we have to move quickly even if it is best estimate. Let me know what you think.

Thanks  
Courtney

---

**From:** Boyd, Wyatt <Boyd.Wyatt@epa.gov>  
**Sent:** Saturday, November 28, 2020 3:44 PM  
**To:** Hyde, Courtney <Hyde.Courtney@epa.gov>  
**Cc:** Marusiak, Eleanor <Marusiak.Eleanor@epa.gov>; Williams, Maria <Williams.Maria@epa.gov>; Cuscino, Glen <Cuscino.Glen@epa.gov>  
**Subject:** RE: Urgent TA Questions from Appropriations Staff

Right, I think anything that's not going out as part of a grant

Wyatt Boyd  
Acting Staff Director  
Resource Planning and Regional Operations  
Office of the Chief Financial Officer | Office of Budget  
Desk: 202.564.8503 | Mobile: 202.945.7495 | E: [boyd.wyatt@epa.gov](mailto:boyd.wyatt@epa.gov) |

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**From:** Hyde, Courtney <Hyde.Courtney@epa.gov>  
**Sent:** Saturday, November 28, 2020 3:25 PM  
**To:** Boyd, Wyatt <Boyd.Wyatt@epa.gov>  
**Cc:** Marusiak, Eleanor <Marusiak.Eleanor@epa.gov>  
**Subject:** RE: Urgent TA Questions from Appropriations Staff

Wyatt,

What is included in administrative costs? FTE/Payroll associated with running the programs as well as any contractor support for conferences or IT support for the DERA Driver program?

Thanks  
Courtney

---

**From:** Boyd, Wyatt <Boyd.Wyatt@epa.gov>  
**Sent:** Saturday, November 28, 2020 3:06 PM  
**To:** Vazquez, Sharon <Vazquez.Sharon@epa.gov>; Hyde, Courtney <Hyde.Courtney@epa.gov>; Marusiak, Eleanor <Marusiak.Eleanor@epa.gov>; Nguyen, Khanh <Nguyen.Khanh@epa.gov>; Weckesser, Mike <Weckesser.Mike@epa.gov>; Standifer, Juanita <Standifer.Juanita@epa.gov>; Scott, Gregory <Scott.Gregory@epa.gov>; Coogan, Daniel <Coogan.Daniel@epa.gov>; Wilbur, Jennifer <Wilbur.Jennifer@epa.gov>; Sebring, Meridith <Sebring.Meridith@epa.gov>

Cc: Williams, Maria <Williams.Maria@epa.gov>; Robinson, Angel <robinson.angel@epa.gov>; Walsh, Ed <Walsh.Ed@epa.gov>; Cuscino, Glen <Cuscino.Glen@epa.gov>; Li, Sylvana <li.sylvana@epa.gov>; Beg, Gul <Beg.Gul@epa.gov>; Ripley, Laura <Ripley.Laura@epa.gov>

**Subject:** Urgent TA Questions from Appropriations Staff

We have received the below two urgent questions from appropriations staff. Please respond for your programs ASAP but not later than Monday 10 AM. Please send responses to your MA and Maria, Angel and I.

**Question 1:** Can you tell me roughly how much the administrative costs are for the DERA, Targeted airsheds, and Lead testing in Schools grants are?

**Question 2 on the below programs:** How much of those amounts will be able to eventually go out the door, and how much is just stuck and is essentially unspendable?

QUESTIONS ON BUDGETS OF APPROPRIATIONS  
As of 2020 - Quarter 3  
Dollars in Thousands

| Treasury Fund Symbol                              | Appr | Appropriation Title                | Fund | Fund Title                         | BBY            | P/P | Program Project                                           | Committed | Uncommitted | Unobligated |
|---------------------------------------------------|------|------------------------------------|------|------------------------------------|----------------|-----|-----------------------------------------------------------|-----------|-------------|-------------|
| 0103                                              | E    | State and Tribal Assistance Grants | E1   | State and Tribal Assistance Grants | 2019 and Prior | 01  | Categorical Grant: Nonpoint Source (Sec. 319)             | \$1,506.8 | \$501.5     | \$2,008.1   |
| 0103                                              | E    | State and Tribal Assistance Grants | E1   | State and Tribal Assistance Grants | 2019 and Prior | 03  | Categorical Grant: Public Water System Supervision (PWS0) | \$236.7   | \$1,155.7   | \$1,370.4   |
| 0103                                              | E    | State and Tribal Assistance Grants | E1   | State and Tribal Assistance Grants | 2019 and Prior | 04  | Categorical Grant: State and Local Air Quality Management | \$1,719.2 | \$414.8     | \$2,134.0   |
| 0103                                              | E    | State and Tribal Assistance Grants | E1   | State and Tribal Assistance Grants | 2019 and Prior | 05  | Categorical Grant: Radon                                  | \$16.8    | \$89.1      | \$105.9     |
| 0103                                              | E    | State and Tribal Assistance Grants | E1   | State and Tribal Assistance Grants | 2019 and Prior | 06  | Categorical Grant: Pollution Control (Sec. 106)           | \$2,851.5 | \$1,973.2   | \$4,824.7   |
| 0103                                              | E    | State and Tribal Assistance Grants | E1   | State and Tribal Assistance Grants | 2019 and Prior | 07  | Categorical Grant: Wetlands: Program Development          | \$38.6    | \$381.3     | \$420.1     |
| 0103                                              | E    | State and Tribal Assistance Grants | E1   | State and Tribal Assistance Grants | 2019 and Prior | 08  | Categorical Grant: Underground Injection Control (UIC)    | \$23.3    | \$870.7     | \$894.0     |
| 0103                                              | E    | State and Tribal Assistance Grants | E1   | State and Tribal Assistance Grants | 2019 and Prior | 09  | Categorical Grant: Pesticides Program Implementation      | \$76.0    | \$214.3     | \$290.3     |
| 0103                                              | E    | State and Tribal Assistance Grants | E1   | State and Tribal Assistance Grants | 2019 and Prior | 10  | Categorical Grant: Lead                                   | \$442.7   | \$1,488.2   | \$1,930.9   |
| 0103                                              | E    | State and Tribal Assistance Grants | E1   | State and Tribal Assistance Grants | 2019 and Prior | 11  | Categorical Grant: Hazardous Waste Financial Assistance   | \$417.4   | \$426.6     | \$844.2     |
| 0103                                              | E    | State and Tribal Assistance Grants | E1   | State and Tribal Assistance Grants | 2019 and Prior | 12  | Categorical Grant: Pesticides Enforcement                 | \$60.0    | \$128.0     | \$188.0     |
| 0103                                              | E    | State and Tribal Assistance Grants | E1   | State and Tribal Assistance Grants | 2019 and Prior | 13  | Categorical Grant: Pollution Prevention                   | \$0.0     | \$204.6     | \$204.6     |
| 0103                                              | E    | State and Tribal Assistance Grants | E1   | State and Tribal Assistance Grants | 2019 and Prior | 14  | Categorical Grant: Toxics Substances Compliance           | \$240.3   | \$811.6     | \$1,051.9   |
| 0103                                              | E    | State and Tribal Assistance Grants | E1   | State and Tribal Assistance Grants | 2019 and Prior | 15  | Categorical Grant: Tribal General Assistance Program      | \$542.9   | \$2,751.4   | \$3,294.3   |
| 0103                                              | E    | State and Tribal Assistance Grants | E1   | State and Tribal Assistance Grants | 2019 and Prior | 16  | Categorical Grant: Underground Storage Tanks              | \$0.0     | \$101.7     | \$101.7     |
| 0103                                              | E    | State and Tribal Assistance Grants | E1   | State and Tribal Assistance Grants | 2019 and Prior | 17  | Categorical Grant: Tribal Air Quality Management          | \$384.9   | \$315.8     | \$700.6     |
| 0103                                              | E    | State and Tribal Assistance Grants | E1   | State and Tribal Assistance Grants | 2019 and Prior | 19  | Categorical Grant: Sector Program                         | \$0.0     | \$113.3     | \$113.3     |
| 0103                                              | E    | State and Tribal Assistance Grants | E1   | State and Tribal Assistance Grants | 2019 and Prior | 20  | Categorical Grant: Multipurpose Grants                    | \$701.9   | \$1,274.8   | \$1,976.7   |
| 0103                                              | E    | State and Tribal Assistance Grants | E1   | State and Tribal Assistance Grants | 2019 and Prior | 21  | Categorical Grant: Environmental Information              | \$0.0     | \$1,884.2   | \$1,884.2   |
| 0103                                              | E    | State and Tribal Assistance Grants | E1   | State and Tribal Assistance Grants | 2019 and Prior | 23  | Categorical Grant: Beaches Protection                     | \$0.0     | \$178.1     | \$178.1     |
| 0103                                              | E    | State and Tribal Assistance Grants | E1   | State and Tribal Assistance Grants | 2019 and Prior | 24  | Categorical Grant: Brownfields                            | \$145.3   | \$1,798.0   | \$1,943.3   |
| 0103                                              | E    | State and Tribal Assistance Grants | E1   | State and Tribal Assistance Grants | 2019 and Prior | 25  | Categorical Grant: Homeland Security                      | \$0.0     | \$101.9     | \$101.9     |
| 0103                                              | E    | State and Tribal Assistance Grants | E1   | State and Tribal Assistance Grants | 2019 and Prior | 26  | Categorical Grant: Targeted Watersheds                    | \$0.0     | \$474.7     | \$474.7     |
| 0103                                              | E    | State and Tribal Assistance Grants | E1   | State and Tribal Assistance Grants | 2019 and Prior | 29  | Categorical Grant: Local Govt Climate Change              | \$0.0     | \$52.7      | \$52.7      |
| 0103                                              | E    | State and Tribal Assistance Grants | E1   | State and Tribal Assistance Grants | 2019 and Prior | 95  | Not Specified                                             | \$0.0     | \$699.4     | \$699.4     |
| State and Tribal Assistance Grants 2019 and Prior |      |                                    |      |                                    |                |     |                                                           | \$8,488.4 | \$10,988.2  | \$19,476.6  |
|                                                   |      | State and Tribal Assistance        |      | STAG Harvey, Irma, and Maria       |                |     | Categorical Grant: Hazardous                              |           |             |             |

|                                                         |   |                                    |    |                         |                |    |                                   |             |             |            |
|---------------------------------------------------------|---|------------------------------------|----|-------------------------|----------------|----|-----------------------------------|-------------|-------------|------------|
| Total for (E4) STAG Special Projects - 2019 and Prior   |   |                                    |    |                         |                |    | \$5,882.7                         | \$137,048.1 | \$142,710.8 |            |
| 0103                                                    | E | State and Tribal Assistance Grants | E5 | STAG Earmarks Carryover | 2019 and Prior | S1 | Congressionally Mandated Projects | \$555.4     | \$39,820.7  | \$40,376.1 |
| 0103                                                    | E | State and Tribal Assistance Grants | E5 | STAG Earmarks Carryover | 2019 and Prior | NO | Not Specified                     | \$0.0       | \$1,155.1   | \$1,155.1  |
| Total for (E5) STAG Earmarks Carryover - 2019 and Prior |   |                                    |    |                         |                |    |                                   |             |             |            |

Wyatt Boyd  
Acting Staff Director  
Resource Planning and Regional Operations  
Office of the Chief Financial Officer | Office of Budget  
Desk: 202.564.8503 | Mobile: 202.945.7495 | E: [boyd.wyatt@epa.gov](mailto:boyd.wyatt@epa.gov) |

Message

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**From:** Millett, John [Millett.John@epa.gov]  
**Sent:** 12/8/2020 1:12:54 PM  
**To:** Shaw, Betsy [Shaw.Betsy@epa.gov]; Hyde, Courtney [Hyde.Courtney@epa.gov]  
**Subject:** RE: Creating Jan 19 Snapshots of Web Properties

Yes – Probably worth mentioning at senior staff today. Kati and I are shepherding this with the OAR web “editors in chief” group. Essentially, this means that anything on epa.gov on Jan 19 will be captured by OMS-EI, not a big lift for the programs. But we are on the hook to snapshot our sites like energystar.gov and airnow.gov. OMS is there to help guide us with those, too, and neither carry much, if any, content that could be tagged as administration-specific. Still, it’s required and easily done.

See you soon . . .

Thanks --  
John

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**From:** Shaw, Betsy <Shaw.Betsy@epa.gov>  
**Sent:** Monday, December 07, 2020 11:51 AM  
**To:** Millett, John <Millett.John@epa.gov>; Hyde, Courtney <Hyde.Courtney@epa.gov>  
**Subject:** FW: Creating Jan 19 Snapshots of Web Properties

Welcome back in advance John. I hope you enjoyed your leave. I think this drill is probably in your bailiwick but I’m also sending to Courtney to the extent the IT team in OPMO has a role. Let me know.

Thanks,

Betsy

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**From:** Henderson, Austin <Henderson.Austin@epa.gov> **On Behalf Of** Noga, Vaughn  
**Sent:** Monday, December 7, 2020 8:59 AM  
**To:** SIOs <SIOs@epa.gov>  
**Cc:** OMS-EI-Leadership <OMS-EI-Leadership@epa.gov>; IRM BCs <IRM\_BC@epa.gov>; IRM BCs-Backup <IRM\_BCBackup@epa.gov>; Web Council <Web\_Council@epa.gov>; Collard, Erin <Collard.Erin@epa.gov>; Henderson, Austin <Henderson.Austin@epa.gov>; Alvarado, David <alvarado.david@epa.gov>; Darlington, Lin <Darlington.Lin@epa.gov>; Fagan, Susan <Fagan.Susan@epa.gov>; Hessling, Michael <Hessling.Michael@epa.gov>  
**Subject:** Creating Jan 19 Snapshots of Web Properties

Greetings Senior Information Officials,

I am writing to remind you that NARA requires content owners to capture web records to ensure that important information is not lost when presidential administrations change. Although website snapshots are not official records, they help reduce the number of FOIA requests from the public about website changes made by the incoming administration. Each NPM is required to create snapshots of their web properties before the Presidential inauguration (i.e., on January 19, 2021) and make them available online by February 26, 2021.

OMS-EI creates a snapshot of EPA’s primary website, [www.epa.gov](http://www.epa.gov), every four years before each Presidential Inauguration. Our last snapshot was created on January 19, 2017 and our next snapshot will be created on January 19, 2021. These snapshots help preserve information for the American public.

The Office of Information Management (OIM) has prepared a guideline that we follow for taking a snapshot of [www.epa.gov](http://www.epa.gov). This guideline is technology independent, and broadly applicable to a variety of web applications. As a general rule, snapshots should:

- **Generate static HTML files**, including links to all images and documents. Static HTML files are most secure
- **Disable forms** (such as contact us forms)
- **Transform links** as needed so that snapshot content links lead to other snapshot content
- **Centralize common assets** like CSS files, page elements, etc., so they can be changed globally if needed
- **Add an alert banner** warning that this snapshot is not the current EPA website, that the content is no longer maintained, and that links may break, as well as a link to the current website
- **Alert users** when they click a link to leave the snapshot site

There are many technical options for generating snapshots. The easiest option is to ensure that your office's websites are included in the End of Term Presidential Harvest 2020. See CIO/SAC presentation for an overview of technical options. Your office should select the snapshot solution that works best for your web properties.

A high-quality snapshot helps ensure that the American Public and EPA staff can easily access historical information that may change across administrations. Since each office manages its own web properties, each office must do its part to make snapshots available. Should you or your staff have any questions about the guideline, please contact me at (202) 566-0307 or [Noga.Vaughn@epa.gov](mailto:Noga.Vaughn@epa.gov) or Jennie Campbell, Director, OIM at 202-564-4180. Contact your Records Liaison Officer or Records Contact (headquarters office, region, or laboratory) or contact the Records Help Desk for expert assistance with capturing web records.

Thanks,

Vaughn Noga, Chief Information Officer  
and Deputy Assistant Administrator for Environmental Information  
Office of Mission Support  
U.S. Environmental Protection Agency  
1200 Pennsylvania Ave  
Washington DC 20460

Message

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**From:** Tsirigotis, Peter [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=D19C179F3CCB4FADB48E3AE85563F132-PTSIRIGO]  
**Sent:** 2/1/2021 5:05:59 PM  
**To:** Koerber, Mike [Koerber.Mike@epa.gov]; Culligan, Kevin [Culligan.Kevin@epa.gov]  
**Subject:** Fwd: MONDAY COB DEADLINE - Regulatory Freeze Memo - request to OAR and REGIONS 7 and 9 for input BY MON FEB 1 COB on whether to ask OMB to remove 5 CAA rules from requirement to postpone effective date by 60 days

FYI

Begin forwarded message:

**From:** "Carbonell, Tomas" <Carbonell.Tomas@epa.gov>  
**Date:** February 1, 2021 at 11:59:22 AM EST  
**To:** "Goffman, Joseph" <Goffman.Joseph@epa.gov>, "Campbell, Ann" <Campbell.Ann@epa.gov>, "Tsirigotis, Peter" <Tsirigotis.Peter@epa.gov>, "Shaw, Betsy" <Shaw.Betsy@epa.gov>  
**Subject:** RE: MONDAY COB DEADLINE - Regulatory Freeze Memo - request to OAR and REGIONS 7 and 9 for input BY MON FEB 1 COB on whether to ask OMB to remove 5 CAA rules from requirement to postpone effective date by 60 days

Hi Joe, thanks very much.

## Ex. 5 Deliberative Process (DP)

Tomás

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**From:** Goffman, Joseph <Goffman.Joseph@epa.gov>  
**Sent:** Monday, February 1, 2021 8:38 AM  
**To:** Campbell, Ann <Campbell.Ann@epa.gov>; Carbonell, Tomas <Carbonell.Tomas@epa.gov>; Tsirigotis, Peter <Tsirigotis.Peter@epa.gov>; Shaw, Betsy <Shaw.Betsy@epa.gov>  
**Subject:** FW: MONDAY COB DEADLINE - Regulatory Freeze Memo - request to OAR and REGIONS 7 and 9 for input BY MON FEB 1 COB on whether to ask OMB to remove 5 CAA rules from requirement to postpone effective date by 60 days

Please see below in connection with implementing the Klain memo. The question is whether we

## Ex. 5 Deliberative Process (DP)

# Ex. 5 Deliberative Process (DP)

Thanks.

Joseph Goffman  
Acting Assistant Administrator  
Office of Air and Radiation  
U.S. Environmental Protection Agency

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**From:** Payne, James (Jim) <[payne.james@epa.gov](mailto:payne.james@epa.gov)>  
**Sent:** Sunday, January 31, 2021 10:09 PM  
**To:** Goffman, Joseph <[Goffman.Joseph@epa.gov](mailto:Goffman.Joseph@epa.gov)>; Shaw, Betsy <[Shaw.Betsy@epa.gov](mailto:Shaw.Betsy@epa.gov)>; Carbonell, Tomas <[Carbonell.Tomas@epa.gov](mailto:Carbonell.Tomas@epa.gov)>; Chu, Ed <[Chu.Ed@epa.gov](mailto:Chu.Ed@epa.gov)>; Jordan, Deborah <[Jordan.Deborah@epa.gov](mailto:Jordan.Deborah@epa.gov)>  
**Cc:** Wooden-Aguilar, Helena <[Wooden-Aguilar.Helena@epa.gov](mailto:Wooden-Aguilar.Helena@epa.gov)>; Humphrey, Leslie <[Humphrey.Leslie@epa.gov](mailto:Humphrey.Leslie@epa.gov)>; Stoy, Alyse <[Stoy.Alyse@epa.gov](mailto:Stoy.Alyse@epa.gov)>; Quast, Sylvia <[Quast.Sylvia@epa.gov](mailto:Quast.Sylvia@epa.gov)>; Busterud, Gretchen <[Busterud.Gretchen@epa.gov](mailto:Busterud.Gretchen@epa.gov)>; Nickerson, William <[Nickerson.William@epa.gov](mailto:Nickerson.William@epa.gov)>; Arroyo, Victoria <[Arroyo.Victoria@epa.gov](mailto:Arroyo.Victoria@epa.gov)>; Simons, Andrew <[Simons.Andrew@epa.gov](mailto:Simons.Andrew@epa.gov)>; Talty, Mark <[Talty.Mark@epa.gov](mailto:Talty.Mark@epa.gov)>; Srinivasan, Gautam <[Srinivasan.Gautam@epa.gov](mailto:Srinivasan.Gautam@epa.gov)>; Marks, Matthew <[Marks.Matthew@epa.gov](mailto:Marks.Matthew@epa.gov)>; Chaudhary, Dimple <[Chaudhary.Dimple@epa.gov](mailto:Chaudhary.Dimple@epa.gov)>; Hoffer, Melissa <[Hoffer.Melissa@epa.gov](mailto:Hoffer.Melissa@epa.gov)>; Utech, Dan <[Utech.Dan@epa.gov](mailto:Utech.Dan@epa.gov)>; Garbow, Avi <[Garbow.Avi@epa.gov](mailto:Garbow.Avi@epa.gov)>; Nishida, Jane21 <[ActAdmJ21Nishida@epa.gov](mailto:ActAdmJ21Nishida@epa.gov)>  
**Subject:** TIME SENSITIVE - Regulatory Freeze Memo - request to OAR and REGIONS 7 and 9 for input BY MON FEB 1 COB on whether to ask OMB to remove 5 CAA rules from requirement to postpone effective date by 60 days

Hello to OAR and Regions 7 and 9 Colleagues,

As Jane indicated below, on Jan 20 White House Chief of Staff Ronald Klain issued a **regulatory freeze memo**, pausing promulgation of regulations in the Federal Register until new agency heads and teams have an opportunity to review them.

As background, this freeze memo also **directs agencies to consider postponing the effective date of rules recently published in the Federal Register that have not yet become effective, in order to allow agency review and possibly public notice and comment.**

- The freeze memo directs agencies to consider postponing the effective dates for these rules by 60 days, and considering setting a 30-day public comment period, to aid further review of “any questions of fact, law, and policy the rules may raise.”
- The memo has exceptions where a rule “allows for emergency situations or other urgent circumstances relating to health, safety, environmental, financial, or national security matters, or otherwise.” The agency also should consider whether the rule was promulgated to meet a statutory or court deadline.



- Note a decision to postpone the effective date of a rule, and take public comment on it, does not indicate what decision the agency ultimately may make for the rule.

**OMB now indicates that it presumptively intends agencies to set a 60-day postponement, and 30-day public comment period, and there's a high bar for it to approve an exception and it includes a Teams meet with OMB.**

EPA has the **following 5 CAA rules** recently published in the Federal Register that are not yet effective (see attached spreadsheet, tab A):

Regions 7 and 9 and Office of Air and Radiation (OAR) have 4 SIP rules:

- Region 7 – Kansas iSIP (effective 2/16/2021)
- Region 9 – Maricopa Co., AZ (eff. 2/8/2021); Placer Co., CA (eff. 2/16/2021); South Coast, CA (eff. 2/16/2021)

OAR has 1 national rule – Pollutant-Specific Significant Contribution Finding for Greenhouse Gas Emissions (eff. 3/15/2021)

**\*FOR THESE 5 CAA RULES, BY TOMORROW/MON COB, asking if OAR, in coordination with Regions 7 and 9, Ex. 5 Deliberative Process (DP)**

## **Ex. 5 Deliberative Process (DP)**

# **Ex. 5 Deliberative Process (DP)**

If there are questions about this regulatory process, you may contact:

- Bill Nickerson, Office of Policy
- Andy Simons, Mary Talty, OGC

For legal considerations with these CAA rules, you may contact Office of Regional Counsel or Gautam Srinivasan and Matt Marks with OGC ARLO team.

Thank you,

Jim Payne  
Deputy General Counsel  
Office of General Counsel  
202-672-3727 cell

Helena Wooden-Aguilar  
Deputy Associate Administrator  
Office of Policy  
202-302-6846

BACKGROUND

## **Ex. 5 Deliberative Process (DP)**

## Ex. 5 Deliberative Process (DP)

**From:** Nishida, Jane21 <ActAdmNishida.Jane21@epa.gov>

**Sent:** Thursday, January 21, 2021 10:22 PM

**To:** Career Deputy Assistant Administrators <Career\_Deputy\_Assistant\_Administrators@epa.gov>;  
Leadership\_Deputy\_Regional\_Administrators <Leadership\_Deputy\_Regional\_Administrators@epa.gov>

**Cc:** Utech, Dan <Utech.Dan@epa.gov>; Arroyo, Victoria <Arroyo.Victoria@epa.gov>; Cassady, Alison  
<Cassady.Alison@epa.gov>; Nickerson, William <Nickerson.William@epa.gov>; Hoffer, Melissa  
<Hoffer.Melissa@epa.gov>

**Subject:** Regulatory Freeze Memo

On January 20, the Assistant to the President and White House Chief of Staff, Ronald Klain, issued a memorandum to the Heads of Executive Departments and Agencies ordering a freeze on any new or pending rules, including guidance, until the President's appointees or designees have the opportunity to review them. This order is subject to exceptions applying to rules for emergency situations or other urgent circumstances relating to health, safety, environmental, financial or national security matters.

Pursuant to this order, I am directing that all offices immediately take no further action to propose or issue a rule in any manner until an official appointed or designated by the President reviews and approves the rule. I am attaching the White House memorandum for your reference.

Thank you as we implement this important order.

Message

**From:** Tsirigotis, Peter [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=D19C179F3CCB4FADB48E3AE85563F132-PTSIRIGO]  
**Sent:** 2/1/2021 2:07:12 PM  
**To:** Koerber, Mike [Koerber.Mike@epa.gov]; Culligan, Kevin [Culligan.Kevin@epa.gov]  
**Subject:** Fwd: MONDAY COB DEADLINE - Regulatory Freeze Memo - request to OAR and REGIONS 7 and 9 for input BY MON FEB 1 COB on whether to ask OMB to remove 5 CAA rules from requirement to postpone effective date by 60 days  
**Attachments:** Copy of Final-rules-effective-2021.1-28-21a.xlsx; RE: Initial Transition Materials

Begin forwarded message:

**From:** "Goffman, Joseph" <Goffman.Joseph@epa.gov>  
**Date:** February 1, 2021 at 8:37:50 AM EST  
**To:** "Campbell, Ann" <Campbell.Ann@epa.gov>, "Carbonell, Tomas" <Carbonell.Tomas@epa.gov>, "Tsirigotis, Peter" <Tsirigotis.Peter@epa.gov>, "Shaw, Betsy" <Shaw.Betsy@epa.gov>  
**Subject:** FW: MONDAY COB DEADLINE - Regulatory Freeze Memo - request to OAR and REGIONS 7 and 9 for input BY MON FEB 1 COB on whether to ask OMB to remove 5 CAA rules from requirement to postpone effective date by 60 days

Please see below in connection with implementing the Klain memo. **Ex. 5 Deliberative Process (DP)**

## Ex. 5 Deliberative Process (DP)

**Ex. 5 Deliberative Process (DP)** two petition denials issued as the Trump administration was headed out the door, one of which was the CBD petition to set a GHG NAAQS. **Ex. 5 Deliberative Process (DP)**

**Ex. 5 Deliberative Process (DP)**

Thanks.

Joseph Goffman  
Acting Assistant Administrator  
Office of Air and Radiation  
U.S. Environmental Protection Agency

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**From:** Payne, James (Jim) <payne.james@epa.gov>  
**Sent:** Sunday, January 31, 2021 10:09 PM  
**To:** Goffman, Joseph <Goffman.Joseph@epa.gov>; Shaw, Betsy <Shaw.Betsy@epa.gov>; Carbonell, Tomas <Carbonell.Tomas@epa.gov>; Chu, Ed <Chu.Ed@epa.gov>; Jordan, Deborah <Jordan.Deborah@epa.gov>  
**Cc:** Wooden-Aguilar, Helena <Wooden-Aguilar.Helena@epa.gov>; Humphrey, Leslie <Humphrey.Leslie@epa.gov>; Stoy, Alyse <Stoy.Alyse@epa.gov>; Quast, Sylvia <Quast.Sylvia@epa.gov>;

Busterud, Gretchen <Busterud.Gretchen@epa.gov>; Nickerson, William <Nickerson.William@epa.gov>; Arroyo, Victoria <Arroyo.Victoria@epa.gov>; Simons, Andrew <Simons.Andrew@epa.gov>; Talty, Mark <Talty.Mark@epa.gov>; Srinivasan, Gautam <Srinivasan.Gautam@epa.gov>; Marks, Matthew <Marks.Matthew@epa.gov>; Chaudhary, Dimple <Chaudhary.Dimple@epa.gov>; Hoffer, Melissa <Hoffer.Melissa@epa.gov>; Utech, Dan <Utech.Dan@epa.gov>; Garbow, Avi <Garbow.Avi@epa.gov>; Nishida, Jane21 <ActAdmJ21Nishida@epa.gov>

**Subject:** TIME SENSITIVE - Regulatory Freeze Memo - request to OAR and REGIONS 7 and 9 for input BY MON FEB 1 COB on whether to ask OMB to remove 5 CAA rules from requirement to postpone effective date by 60 days

Hello to OAR and Regions 7 and 9 Colleagues,

As Jane indicated below, on Jan 20 White House Chief of Staff Ronald Klain issued a **regulatory freeze memo**, pausing promulgation of regulations in the Federal Register until new agency heads and teams have an opportunity to review them.

As background, this freeze memo also **directs agencies to consider postponing the effective date of rules recently published in the Federal Register that have not yet become effective, in order to allow agency review and possibly public notice and comment.**

- The freeze memo directs agencies to consider postponing the effective dates for these rules by 60 days, and considering setting a 30-day public comment period, to aid further review of “any questions of fact, law, and policy the rules may raise.”
- The memo has exceptions where a rule “allows for emergency situations or other urgent circumstances relating to health, safety, environmental, financial, or national security matters, or otherwise.” The agency also should consider whether the rule was promulgated to meet a statutory or court deadline.
- Note a decision to postpone the effective date of a rule, and take public comment on it, does not indicate what decision the agency ultimately may make for the rule.

**OMB now indicates that it presumptively intends agencies to set a 60-day postponement, and 30-day public comment period, and there’s a high bar for it to approve an exception and it includes a Teams meet with OMB.**

EPA has the **following 5 CAA rules** recently published in the Federal Register that are not yet effective (see attached spreadsheet, tab A):

Regions 7 and 9 and Office of Air and Radiation (OAR) have 4 SIP rules:

- Region 7 – Kansas iSIP (effective 2/16/2021)
- Region 9 – Maricopa Co., AZ (eff. 2/8/2021); Placer Co., CA (eff. 2/16/2021); South Coast, CA (eff. 2/16/2021)

OAR has 1 national rule – Pollutant-Specific Significant Contribution Finding for Greenhouse Gas Emissions (eff. 3/15/2021)

**\*FOR THESE 5 CAA RULES, BY TOMORROW/MON COB, asking if OAR, in coordination with Regions 7 and 9, could provide a consolidated “reply all” response with collective views on whether to ask OMB to remove these 5 rules from the presumptive requirement to postpone the effective date by 60 days and take public comment for 30 days.**

- **Ex. 5 Deliberative Process (DP)**

## • Ex. 5 Deliberative Process (DP)

If there are questions about this regulatory process, you may contact:

- Bill Nickerson, Office of Policy
- Andy Simons, Mary Talty, OGC

For legal considerations with these CAA rules, you may contact Office of Regional Counsel or Gautam Srinivasan and Matt Marks with OGC ARLO team.

Thank you,

Jim Payne  
Deputy General Counsel  
Office of General Counsel  
202-672-3727 cell

Helena Wooden-Aguilar  
Deputy Associate Administrator  
Office of Policy  
202-302-6846

### BACKGROUND

- 1) Klain regulatory freeze memo. See par 3, <https://www.whitehouse.gov/briefing-room/presidential-actions/2021/01/20/regulatory-freeze-pending-review/>
- 2) See attached 1/12/2021 Talty OGC memo on handling by prior Administrations of comparable provisions in past regulatory freeze memos.

**From:** Nishida, Jane21 <[ActAdmNishida.Jane21@epa.gov](mailto:ActAdmNishida.Jane21@epa.gov)>

**Sent:** Thursday, January 21, 2021 10:22 PM

**To:** Career Deputy Assistant Administrators <[Career\\_Deputy\\_Assistant\\_Administrators@epa.gov](mailto:Career_Deputy_Assistant_Administrators@epa.gov)>; Leadership Deputy Regional Administrators <[Leadership\\_Deputy\\_Regional\\_Administrators@epa.gov](mailto:Leadership_Deputy_Regional_Administrators@epa.gov)>

**Cc:** Utech, Dan <[Utech.Dan@epa.gov](mailto:Utech.Dan@epa.gov)>; Arroyo, Victoria <[Arroyo.Victoria@epa.gov](mailto:Arroyo.Victoria@epa.gov)>; Cassidy, Alison <[Cassady.Alison@epa.gov](mailto:Cassady.Alison@epa.gov)>; Nickerson, William <[Nickerson.William@epa.gov](mailto:Nickerson.William@epa.gov)>; Hoffer, Melissa <[Hoffer.Melissa@epa.gov](mailto:Hoffer.Melissa@epa.gov)>

**Subject:** Regulatory Freeze Memo

On January 20, the Assistant to the President and White House Chief of Staff, Ronald Klain, issued a memorandum to the Heads of Executive Departments and Agencies ordering a freeze on any new or pending rules, including guidance, until the President's appointees or designees have the opportunity to review them. This order is subject to exceptions applying to rules for emergency situations or other urgent circumstances relating to health, safety, environmental, financial or national security matters.

Pursuant to this order, I am directing that all offices immediately take no further action to propose or issue a rule in any manner until an official appointed or designated by the President reviews and approves the rule. I am attaching the White House memorandum for your reference.

Thank you as we implement this important order.

Message

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**From:** Koerber, Mike [Koerber.Mike@epa.gov]  
**Sent:** 12/11/2020 6:18:19 PM  
**To:** Tejada, Matthew [Tejada.Matthew@epa.gov]  
**CC:** Lee, Charles [Lee.Charles@epa.gov]; Tsirigotis, Peter [Tsirigotis.Peter@epa.gov]  
**Subject:** RE: EJ in rulemaking

Great. Have a good weekend.

Mike

---

**From:** Tejada, Matthew <Tejada.Matthew@epa.gov>  
**Sent:** Friday, December 11, 2020 1:14 PM  
**To:** Koerber, Mike <Koerber.Mike@epa.gov>  
**Cc:** Lee, Charles <Lee.Charles@epa.gov>; Tsirigotis, Peter <Tsirigotis.Peter@epa.gov>  
**Subject:** RE: EJ in rulemaking

That would be great. I'd like to start bringing in Charles to these conversations as well. His insight into EJ analysis is crucial.

Matthew Tejada  
Director - Office of Environmental Justice  
Environmental Protection Agency  
202-360-6867 (cell)  
202-564-8047 (ofc)

Pronouns: he, him, his

Stay in the know about all things EJ at EPA by subscribing to our email listserv [here](#).

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**From:** Koerber, Mike <Koerber.Mike@epa.gov>  
**Sent:** Friday, December 11, 2020 12:57 PM  
**To:** Tejada, Matthew <Tejada.Matthew@epa.gov>  
**Cc:** Tsirigotis, Peter <Tsirigotis.Peter@epa.gov>  
**Subject:** RE: EJ in rulemaking

Thanks, Matt. Yes, that would be great to get into more detail. There are two parts of this we are currently thinking through:

Ex. 5 Deliberative Process (DP)

# Ex. 5 Deliberative Process (DP)

Mike

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**From:** Tejada, Matthew <Tejada.Matthew@epa.gov>  
**Sent:** Friday, December 11, 2020 12:49 PM  
**To:** Koerber, Mike <Koerber.Mike@epa.gov>  
**Subject:** EJ in rulemaking

Hey Mike – hope you're well. I wanted to reach out and see if you and I could chat perhaps next week if you're around about EJ in rulemaking.

Ex. 5 Deliberative Process (DP)

Ex. 5 Deliberative Process (DP)

**Ex. 5 Deliberative Process (DP)**

Just let me know, and I'll find some time convenient to you.

Best,  
Matthew

Matthew Tejada  
Director - Office of Environmental Justice  
Environmental Protection Agency  
202-360-6867 (cell)  
202-564-8047 (ofc)

Pronouns: he, him, his

Stay in the know about all things EJ at EPA by subscribing to our email listserv [here](#).



Message

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**From:** Bloomer, Bryan [Bloomer.Bryan@epa.gov]  
**Sent:** 10/21/2020 12:00:45 PM  
**To:** Tsirigotis, Peter [Tsirigotis.Peter@epa.gov]  
**Subject:** Propublica article and some thoughts...

Good morning Peter,  
How are you? I hope your family is doing well during the pandemic.

I saw the lead article on Propublica <https://www.propublica.org/> this morning on the air quality standards and was struck by the “10 years if we start today” to deliver new standards or improvements on the amount of pollution.

I was hit by how this is quite likely beyond our career horizons and was wondering how you are doing developing new talent and building a pipeline of quality people to take over and carry the work forward?

Anyway, I think you will get something out of scanning through the article. I include it hear for your ease of access.

Be well my friend,  
Bryan

## The EPA Refuses to Reduce Pollutants Linked to Coronavirus Deaths

Particulate matter kills people. That was true before the pandemic, and new research has tied it to coronavirus deaths. But the EPA is ignoring scientists who say stricter particulate matter limits could prevent tens of thousands of early deaths.

by [Lisa Song](#) and [Lylla Younes](#)

Oct. 21, 6 a.m. EDT

In April, as coronavirus cases multiplied across the country, the head of the U.S. Environmental Protection Agency rejected scientists’ advice to tighten air pollution standards for particulate matter, or soot.

In the next few weeks, EPA Administrator Andrew Wheeler likely will reaffirm that decision with a final ruling, despite emerging evidence that links particulate pollution to COVID-19 deaths.

There was enough evidence to support a stricter standard before the pandemic, said Christopher Frey, an environmental engineering professor at North Carolina State University who studies air pollution. The added threat from the coronavirus is like “icing on the cake,” he said, and should compel Wheeler to adopt an even more stringent limit.

Particulate matter [kills people](#). “It is responsible for more deaths and sickness than any other air pollutant in the world,” said Gretchen Goldman, a research director at the Union of Concerned Scientists.

[Wheeler’s decision](#) was specifically about fine particulate matter, or PM2.5, microscopic solid and liquid droplets less than one-thirtieth the width of a human hair. The pollution comes from cars, power plants, wildfires and anything that burns fossil fuels. When people take a breath, the particles can lodge deep into their lungs and even enter the bloodstream. The pollutant causes health complications that can lead people to die earlier than they would have, and it is linked to conditions such as COPD, asthma and diabetes.

Frey was part of a 26-member scientific panel that advised the EPA on particulate pollution until Wheeler disbanded the group in 2018. Twenty of the former members continued to review the science and provided unofficial advice to Wheeler as part of the public comment process. Their letter told Wheeler— a former coal lobbyist — that tightening the standard would avoid tens of thousands of premature deaths per year.

Firing the advisory panel and opting not to pursue a more stringent particulate standard were in keeping with the administration of President Donald Trump’s dim view of environmental regulation. By one tally compiled by The New York Times, 72 regulations on air, water and soil pollution, climate change and ecosystems have been canceled or weakened, with an additional 27 in progress. EPA leadership has sidelined or ignored research by agency scientists, and career staff are censoring their reports to avoid terms like “climate change” out of fear of repercussions from political staff. Many of the changes involve narrowing the scope of science, and scientists, that contribute to policy, experts said.

The EPA has an “apparatus of particulate matter science denial” that rivals its attacks on climate science, Frey said. “If I wanted to get rid of [regulations on] particulate matter, I would do all the things Wheeler is doing.”

Wheeler made his decision “after carefully reviewing [the] scientific evidence and consulting with the agency’s independent science advisors,” an EPA spokesperson said in a statement. “The U.S. now has some of the lowest fine particulate matter levels in the world, five times below the global average, seven times below Chinese levels, and 20 percent lower than France, Germany and Great Britain.”

These standards are set “based on protection of human health,” not how the levels compare to elsewhere, Michael Brauer, a public health professor at the University of British Columbia, said in an email. There are “ample studies” demonstrating health effects when particulate pollution is at levels “well below” the current standard, he said.

The National Association of Manufacturers did not return requests for comment. Jim Harris, a spokesman who represents many petrochemical facilities in Louisiana, pointed to written comments from a coalition of industry groups including the National Mining Association, American Petroleum Institute and the U.S. Chamber of Commerce.

“The evidence indicates that the current suite of [particulate matter standards] protects public health, including the health of at-risk populations, with an adequate margin of safety,” they wrote to the EPA after Wheeler proposed keeping the regulation unchanged in April. More stringent standards “cannot be justified, given the substantial uncertainties in, and limitations of, the scientific evidence.”

Complying with a new standard could cost the manufacturing sector nearly \$20 billion and complicate the permitting process for business expansions, they wrote, citing an analysis from the American Forest & Paper Association (ProPublica asked for the report but didn’t get a response before deadline). These proposed projects “create jobs and bring much needed tax revenue to local communities now in critical need of economic development,” they wrote.

Wheeler’s decision could delay stronger regulation for years. The Clean Air Act dictates a meticulous process for considering a new standard; each review usually takes at least five years, Goldman said. Once the EPA adopts a new rule, states have several years to adjust. If Trump loses the election and a Joe Biden administration restarts the particulate review process right away, “we’re really looking at a decade before people are incentivized to reduce particulate pollution,” she said.

## **Ignoring Evidence, Pausing Enforcement Amid a Pandemic**

While scientists have yet to prove that exposure to air pollution increases the risks of dying from COVID-19, a mounting body of research suggests a link. Researchers in the U.K. and Italy have found correlations between high COVID-19 mortality rates and elevated pollution levels. A study conducted by the State University of New York and ProPublica found an association between COVID-19 mortality, particulate pollution from diesel engines and hazardous air pollutants — a class of chemicals that can cause cancer. Hazardous air pollutants are often found attached to particulate matter.

The comments from the industry coalition against strengthening the regulation emphasized the “preliminary” and “evolving” nature of research on air pollution and the coronavirus. If relevant peer-reviewed science becomes available, they said, “EPA could consider them during the next PM [standards] review.”

Emerging evidence should be enough, said Mychal Johnson, co-founder of South Bronx Unite, a community organizing group in the Mott Haven neighborhood. Of all of the roughly 3,100 counties in the country, the Bronx had the highest combination of COVID-19 mortality rates and air pollution levels, according to the SUNY-ProPublica study. Johnson said the pandemic has “pulled back the scab” on the environmental harm in his neighborhood, which has high rates of asthma.

Mott Haven is flanked by two interstate highways. Asphalt playgrounds sit next to those highways, close to the pollution coming out of tailpipes. For decades, policymakers have permitted industrial sites in the area, including waste transfer stations, a FreshDirect warehouse and two natural gas “peaker” plants that generate electricity when there’s high energy demand.

Sometimes the pollution is “so thick you feel it in your lungs and your throat,” Johnson said. “You can’t really describe the smell, it just stinks.”

The community was disproportionately vulnerable when the pandemic hit, both because of the number of people who had preexisting health conditions and the number who worked front-line jobs that put their lives at risk, he said. If the EPA isn’t “moving forward to make sure our policies are strong, to save lives, then we’re definitely moving back[ward].”

It’s too early for conclusive evidence on the coronavirus and particulate matter, said Brauer, the University of British Columbia professor. Even the official death count from COVID-19 remains preliminary, he said. There is, however, plenty of evidence from other respiratory illnesses showing that “if you’re exposed to an infection and at the same time exposed to pollution, that infection is more likely to become severe.”

There is also growing consensus that factors like air pollution contribute to health disparities in poor and minority communities, and those who are disproportionately affected are more vulnerable to COVID-19, he said.

Wheeler doesn’t need definitive proof, said Bernard Goldstein, a professor emeritus of environmental and occupational health at the University of Pittsburgh. The law allows Wheeler to consider a “margin of safety” that acknowledges ongoing research, Goldstein said. “You have two different things that violently attack the same organs” in the respiratory and cardiovascular systems, he added. From a margin of safety perspective, it’s enough to say “I’ve got data showing the dam is about to break.”

Far from acknowledging the pandemic as an added threat, Wheeler has used it to loosen reporting requirements for coal plants and other polluters. The temporary policy, announced on March 26, said the EPA would not penalize businesses that failed to monitor or report pollution, as long as they were “making good faith efforts to comply with their obligations during this difficult time.”

Nine state attorneys general sued the EPA in response. They dropped the lawsuit after the EPA ended the practice Aug. 31.

The policy has already had deadly consequences, said Claudia Persico, an assistant professor with American University's Department of Public Administration and Policy in Washington, D.C. An analysis by Persico and Kathryn Johnson, a doctoral student, found that the EPA's coronavirus policy led to a 14% increase in particulate matter emissions in roughly 700 counties with major polluters, and that change is "associated with" more than 7,300 additional deaths from COVID-19 from March 26 to July 11. The paper is undergoing peer review. Two other experts who read the study told the news publication Grist that the paper's methodology is sound.

Persico and Johnson's research controlled for the effects of pandemic shutdowns that temporarily drove down emissions in many counties. Their estimate of 7,300 deaths only accounts for the counties where the first COVID-19 deaths occurred after March 26, leaving out major metropolitan areas like New York City and Chicago, Persico said.

"Because we allowed this rollback, more people died," she said. "And that's a pretty serious thing."

The EPA says the practice did not permit any additional release of pollutants. "There is no support in the [Persico and Johnson] paper for their allegation that 'policy-induced increases in pollution' occurred," the agency said in a statement.

The spokesperson pointed to a peer-reviewed study led by the University of Minnesota that "reported declines in air pollution during the COVID-19 pandemic." But that paper only captured what happened in the initial shutdowns, from March 13 through April 21, when many nonessential businesses closed and commuter traffic plummeted; particulate pollution dropped 11% in 63 counties that adopted early business shutdowns.

There was also a marginal increase in particulate matter in 59 other counties without early shutdowns, but the findings were not conclusive. The study didn't include data from after April, when pollution may have rebounded as businesses reopened, said one of its authors, Jesse Berman, an assistant professor at the University of Minnesota's School of Public Health. The study doesn't prove or disprove whether the EPA's lack of enforcement increased pollution. "It just wasn't designed to do that," Berman said.

## **Cementing a "Full-Frontal Assault" on Science**

The particulate pollution decision shows how the Trump administration has rewritten the rules on how independent science affects regulation, Goldman said.

The latest particulate pollution review kicked off during President Barack Obama's second term. In 2018, EPA staff scientists published an exhaustive, 1,881-page summary of the science. The report found strong evidence that particulate matter can kill people through its effects on the cardiovascular system. Even short-term exposure may be deadly, it said. Additional evidence showed how it can damage children's lungs and exacerbate asthma.

Under normal circumstances, that report would have gone to a review panel of more than 20 outside scientists, including Frey. The panel included epidemiologists, physicians, biostatisticians and other experts who specialize in particulate pollution. The members work with the Clean Air Scientific Advisory Committee, or CASAC, a seven-member team that helps Wheeler determine the final standard.

But Wheeler dismissed the review panel a few days before it could weigh in on the EPA report. He and his predecessor, Scott Pruitt, also replaced most of the independent scientists on CASAC. It once had a plurality of doctors, biostatisticians and epidemiologists, and it is now dominated by state regulators from Republican states and led by a consultant with close ties to industry. None of them are experts in epidemiology — the study of how diseases affect populations, a linchpin of particulate matter research.

“All of the current members hold Ph.D.s in fields that include health sciences, toxicology, ecology, chemical engineering and risk analysis,” and the majority of CASAC members recommended maintaining the current standard, the EPA spokesperson said. Wheeler has considered the committee’s advice “but is also reviewing additional input provided during the public comment period,” the statement added.

The EPA has turned the entire process into “a sham,” said Lianne Sheppard, a professor of biostatistics and environmental health at the University of Washington. Sheppard served on CASAC from 2015 to 2018 and was a member of the now-dismantled particulate panel. The large panel existed because the science is so vast and complex that “no seven people, no matter how expert they are,” can review the information on their own, Sheppard said.

Goldman said the EPA under Trump has always sought to undermine the science, as particulate matter involves “super inconvenient” math that complicates deregulation efforts.

Many environmental rules involve a cost-benefit analysis. On one side of the ledger is the price of forcing industry to comply with a new rule; on the other, money saved from avoiding pollution-related deaths and illnesses. A good cost-benefit ratio can do wonders for selling the rule to the public. Often, the strategies used to reduce one air pollutant also cut down on other pollutants like particulate matter. Those ancillary gains count as a “co-benefits.”

Since particulate pollution kills so many people, even a small reduction can tip the scales in favor of regulation, Goldman said.

When the Obama administration moved to regulate mercury from power plants, for instance, the savings from reducing mercury, a poison that damages children’s brains, came to just \$6 million. The co-benefits from slashing particulates — a byproduct of those efforts — added up to billions.

Wheeler’s EPA watered down the mercury regulation in April by disregarding the co-benefits from reducing particulate matter. Frey and other experts feared it would set a precedent. Indeed, within weeks, the EPA introduced a new regulation to codify the practice. It proposed that key air pollution rules would report co-benefits separately. Frey said it opens the door for “cherry-picking” what goes into the economic analysis.

“As soon as you start saying, ‘We’re going to look at this thing but not these things,’ that’s not benefit-cost anymore. That’s just a game,” he said.

The agency is now reviewing public comments on the rule.

In another move, the EPA plans to finalize a “Transparency Rule” that could force agency scientists to prioritize studies where researchers have made all of the raw data publicly available. That’s simply not possible for many health studies, where doing so would reveal private medical data, Goldman said, and it ignores how these studies have already been vetted through the peer-review process. Scientists “cannot legally, ethically provide” such data, she added. “Everyone in the scientific community and their brother [has] said this is a terrible idea.”

The rule could dismiss key epidemiology studies on the dangers of particulate matter, especially those that show why the current standard is inadequate, Goldman said.

Epidemiology is a complicated discipline that requires careful analysis and statistics. When researching air pollution, epidemiologists might study whether residents in neighborhoods with high levels of particulate matter are in worse health than those in areas with less pollution. They would need to control for other factors, such as income, to make sure the health effects they’re seeing truly come from particulate matter.

Over decades, epidemiology has provided “this giant statistical power” that shows how harmful particulate matter can be, and the findings have been repeated in different cities, on different groups of people, with varying levels of pollution, Goldman said.

EPA’s attempt to disqualify these studies is a “full-frontal assault on epidemiology,” Frey said. “This administration is just taking tools out of the toolbox and scooping things out.”

Three weeks ago, the agency finalized another rule allowing certain polluters to follow weaker air emissions standards. Wheeler has said the environmental rollbacks will continue if Trump is reelected.

Sara Sneath contributed reporting.

Message

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**From:** Hogan, Stephanie [Hogan.Stephanie@epa.gov]  
**Sent:** 10/23/2020 5:25:53 PM  
**To:** Idsal, Anne [idsal.anne@epa.gov]; Tsigotis, Peter [Tsigotis.Peter@epa.gov]; Koerber, Mike [Koerber.Mike@epa.gov]; Mathias, Scott [Mathias.Scott@epa.gov]; Lassiter, Penny [Lassiter.Penny@epa.gov]; Harlow, David [harlow.david@epa.gov]  
**CC:** Srinivasan, Gautam [Srinivasan.Gautam@epa.gov]; Marks, Matthew [Marks.Matthew@epa.gov]; Dunkins, Robin [Dunkins.Robin@epa.gov]; Costa, Allison [Costa.Allison@epa.gov]; McLamb, Marguerite [McLamb.Marguerite@epa.gov]; Sheppard, Andrew [sheppard.andrew@epa.gov]; Fotouhi, David [Fotouhi.David@epa.gov]; Gustafson, Adam [Gustafson.Adam@epa.gov]; Palmer, Karen [Palmer.Karen@epa.gov]  
**Subject:** RE: NEW FAVORABLE CAA DECISION: California v. EPA, No. 19-17480 (9th Cir.)  
**Attachments:** Cal v EPA (Landfills EG) - Decision Summary.docx; DN 56 Opinion.pdf

Please find attached a summary of yesterday's opinion in *California v. EPA*.

Thanks,  
Stephanie

Stephanie L. Hogan | Assistant General Counsel for the NSPS and Visibility Protection Practice Group | US EPA | Office of General Counsel | Air and Radiation Law Office | Mail Code 2344A | phone: (202) 564-3244 | fax: (202) 564-5603

Pronouns: she/her/hers

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**From:** Hogan, Stephanie  
**Sent:** Thursday, October 22, 2020 2:35 PM  
**To:** Idsal, Anne <idsal.anne@epa.gov>; Tsigotis, Peter <Tsigotis.Peter@epa.gov>; Koerber, Mike <Koerber.Mike@epa.gov>; Mathias, Scott <Mathias.Scott@epa.gov>; Lassiter, Penny <Lassiter.Penny@epa.gov>; Harlow, David <harlow.david@epa.gov>  
**Cc:** Srinivasan, Gautam <Srinivasan.Gautam@epa.gov>; Marks, Matthew <Marks.Matthew@epa.gov>; Dunkins, Robin <Dunkins.Robin@epa.gov>; Costa, Allison <Costa.Allison@epa.gov>; McLamb, Marguerite <McLamb.Marguerite@epa.gov>; Sheppard, Andrew <sheppard.andrew@epa.gov>; Fotouhi, David <fotouhi.david@epa.gov>; Gustafson, Adam <Gustafson.Adam@epa.gov>; Palmer, Karen <Palmer.Karen@epa.gov>  
**Subject:** NEW FAVORABLE CAA DECISION: California v. EPA, No. 19-17480 (9th Cir.)

All,

Good news: On October 22, 2020, the 9<sup>th</sup> Circuit issued favorable decision in *California v. EPA*, No. 19-17480, regarding EPA's appeal of a decision by the Northern District of California to deny EPA's Rule 60(b)(5) motion for the district court to amend its May 6, 2019 order for EPA to issue a Federal plan under its MSW Emission Guidelines. In an unanimous decision, the panel reversed the district court's judgment and remanded with instructions for the district court to modify the injunction consistent with this opinion.

The decision is attached and we will circulate a longer summary of the opinion by tomorrow.

Stephanie L. Hogan | Assistant General Counsel for the NSPS and Visibility Protection Practice Group | US EPA | Office of General Counsel | Air and Radiation Law Office | Mail Code 2344A | phone: (202) 564-3244 | fax: (202) 564-5603

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**From:** Palmer, Karen <Palmer.Karen@epa.gov>

**Sent:** Thursday, July 16, 2020 2:30 PM

**To:** Leopold, Matt (OGC) <Leopold.Matt@epa.gov>; Gustafson, Adam <Gustafson.Adam@epa.gov>; Idsal, Anne <idsal.anne@epa.gov>; Tsirigotis, Peter <Tsirigotis.Peter@epa.gov>; Fotouhi, David <Fotouhi.David@epa.gov>; Koerber, Mike <Koerber.Mike@epa.gov>; Mathias, Scott <Mathias.Scott@epa.gov>; Lassiter, Penny <Lassiter.Penny@epa.gov>

**Cc:** Srinivasan, Gautam <Srinivasan.Gautam@epa.gov>; Hogan, Stephanie <Hogan.Stephanie@epa.gov>; Marks, Matthew <Marks.Matthew@epa.gov>; Dunkins, Robin <Dunkins.Robin@epa.gov>; Costa, Allison <Costa.Allison@epa.gov>; McLamb, Marguerite <McLamb.Marguerite@epa.gov>; Sheppard, Andrew <sheppard.andrew@epa.gov>; OGC ARLO <OGC\_ARLO@epa.gov>

**Subject:** California v. EPA - Oral Argument Alert

Hi all:

On Friday, July 16, 2020, the Ninth Circuit will hear oral argument at 12:00 pm (EST) in Courtroom 1 in San Francisco regarding the case *California v. EPA* regarding EPA's appeal of a decision by the Northern District of California to deny EPA's Rule 60(b)(5) motion for the district court to amend its May 6, 2019 order for EPA to issue a Federal plan under its MSW Emission Guidelines. The issue is whether the District Court abused its discretion in denying EPA's motion.

The relevant appeal briefs are attached. The case is before Judges Eugene Siler (6<sup>th</sup> Circuit), Kenneth Lee, and Patrick Bumatay. Siler is a G.W. Bush appointee, Lee and Bumatay are Trump appointees. DOJ Attorney is Joan Pepin. Plaintiffs are: 1) a coalition of eight states led by California and 2) Environmental Defense Fund (EDF). Plaintiffs' Attorneys are: Suzanne Weaver, Matthew Littleton; For EDF: Peter Zalzal and Rachel Fullmer.

Our case is last on the list so DOJ anticipates that oral argument will commence about 1 pm. The argument time totals 40 minutes, with 20 minutes allotted for each side. Argument will be held telephonically in light of the ongoing pandemic. To livestream the oral argument, go to: [https://www.ca9.uscourts.gov/media/view\\_video.php?pk\\_vid=0000017650](https://www.ca9.uscourts.gov/media/view_video.php?pk_vid=0000017650). Feel free to pass this information to others who might be interested.

### **BACKGROUND:**

On May 31, 2018, eight Plaintiff states sued EPA under the CAA's citizen-suit provision, 42 U.S.C. § 7604(a)(2), alleging that EPA had failed to perform a nondiscretionary duty to act on the handful of submitted state plans and to promulgate a federal plan by the deadlines flowing from EPA's 1975 implementing regulations. Plaintiffs requested declaratory judgment and "a mandatory injunction compelling EPA to implement and enforce the Emission Guidelines. EPA moved to dismiss the complaint for lack of jurisdiction, arguing that EPA's regulations do not establish any "act or duty under [the CAA] which is not discretionary with [EPA]," 42 U.S.C. § 7604(a)(2), and therefore are not enforceable through the citizen-suit provision. The District Court denied EPA MTD - holding that duties under the implementing regulations are duties under the CAA.

EPA also moved to stay the proceedings, explaining that the agency was actively engaged in legislative rulemakings to conform the 1975 implementing regulations to the amended section 110 of the CAA. EPA's motion was denied. Parties then filed cross-motions for summary judgment. EPA did not dispute that it had not complied with the then-existing regulatory deadlines, and the district court granted summary judgment for the Plaintiffs on May 6, 2019.

The court granted declaratory and injunctive relief, ordering EPA to approve or disapprove submitted state plans by September 6, 2019, which EPA timely did. The court also entered an injunction requiring EPA to



promulgate, by November 6, 2019, regulations setting forth a federal plan to implement the landfill emission guidelines for those states without approved state plans.

On July 8, 2019, a little more than two months after the judgment, EPA finalized the new implementing regulations. On August 26, 2019, EPA finalized the 2019 amendment to the landfill emission guidelines, cross-referencing the new implementing regulations and making them applicable to the landfill emission guidelines. That same day, EPA filed a motion to amend the judgment, seeking relief from its injunction to promulgate regulations establishing a federal plan by November 6, 2019. The district court denied the motion to amend the judgment on November 5, 2019 but stayed the injunction until January 7, 2020 (later extended to January 14, 2020).

EPA appealed and moved the district court for a stay pending appeal. While conceding that “EPA’s appeal raises a serious legal question,” the district court denied a stay pending appeal. EPA renewed its motion in the 9<sup>th</sup> Circuit, and the motions panel (Paez and N.R. Smith, JJ.) granted EPA’s motion for stay pending appeal on January 10, 2020.

### **ARGUMENT:**

EPA’s main argument is that binding Supreme Court and Circuit precedent establishes that when a change in the law authorizes what a judgment forbids, it is an abuse of discretion to refuse to modify an injunction founded on the superseded law. The district court committed precisely that abuse of discretion in denying EPA’s motion for relief from judgment. The law on which the judgment solely rested has changed, such that EPA is in violation of no duty to issue a federal plan. Under current law, EPA need not promulgate a plan until August 30, 2021, at the earliest. The judgment prospectively enforces superseded law by compelling EPA to promulgate a regulation establishing a plan sooner than legally required. EPA argues that the district court abused its discretion in refusing to modify the injunction. EPA also argues that the district court, not EPA, violated separation-of-powers principles. EPA requests relief from the district court’s order denying relief from judgment.

Plaintiffs’ main argument is that the district court employed the correct legal standard in deciding EPA’s motion for equitable relief under Rule 60(b)(5). That standard is whether, “tak[ing] all the circumstances into account,” prospective enforcement of a final judgment is inequitable. *Bellevue Manor*, 165 F.3d 1249,1256 (9<sup>th</sup> Cir. 1999). Binding precedent forecloses EPA’s argument that a bare change in the law upon which a judgment is founded always mandates modification of the judgment, irrespective of any other circumstances. Plaintiffs maintain that the district court did not abuse its discretion in denying relief.

The Ninth Circuit reviews “for an abuse of discretion the district court’s decision to deny a Rule 60(b) motion, and review[s] de novo any questions of law underlying the decision to deny the motion.” *Deocampo v. Potts*, 836 F.3d 1134, 1140 (9<sup>th</sup> Cir. 2016).

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